

The Companies (Director Identification Number) Rules, 2006

UNION OF INDIA

India

The Companies (Director Identification Number) Rules, 2006

Rule

THE-COMPANIES-DIRECTOR-IDENTIFICATION-NUMBER-RULES-2006 of 2006

- Published on 19 October 2006
- Commenced on 19 October 2006
- [This is the version of this document from 19 October 2006.]
- [Note: The original publication document is not available and this content could not be verified.]

The Companies (Director Identification Number) Rules, 2006 Published vide Notification Gazette of India, Extra; Part 2, Section 3(i), dated 19.10.2006.

1656.

G.S.R. 649 (E), dated 19th October, 2006. - In exercise of the powers conferred by clauses (a) and (b) of sub-section (1) of Section 642 read with Section 266-A, 266-B, and 266-E, of the Companies Act, 1956(1 of 1956), the Central Government hereby makes the following rules, namely).

1. Short title and commencement.

(1) These rules may be called the Companies (Director Identification Number) Rules, 2006. (2) The Central Government hereby appoints the 1st day of November, 2006 as the date on which the provisions of these rules shall come into force.

2. Definitions.

- In these rules, unless the context otherwise requires, - (i) "Act" means the Companies Act, 1956 (1 of 1956); (ii) "Director Identification Number" "(DIN)" means an identification number which the Central Government may allot to any individual, intending to be appointed as director or to any existing directors of a company, for the purpose of his identification as such; (iii) "form" means the form annexed to these rules; (iv) "Pre-fill" means and refers to the automated process of data input by the computer system out of the database maintained in electronic registry; (v) "Provisional

Director Identification Number" refers to the provisional identification number generated by the electronic system setup by the Ministry of Company Affairs for filing of documents, after the on-line application form is submitted through the portal on the website of the Ministry of Company Affairs (www.mca.gov.in);(vi)"section" means the section of the Act;

3. Application and allotment of Director Identification Number.

(1)Every individual who is an existing director or intending to be appointed as director of a company shall make an application electronically to the Central Government for allotment of Director Identification Number in Form No. DIN-1.(2)The Central Government shall provide an electronic system to facilitate submission of application for the allotment of Director Identification Number through a portal on the website of the Ministry.(3)[(a) The applicant shall download Form No. DIN-1 from the portal, fill in the required particulars sought therein, scan and attach copies of the following documents, namely :-(a)photograph;(b)proof of identity;(c)proof of residence; and(d)verification by the applicant for applying for allotment of DIN in the format as specified in Annexure 1 enclosed to the rules.(b)the form can be digitally signed by a Chartered Accountant or a Company Secretary or a Cost and Works Accountant holding a certificate of practice under the provisions of the Chartered Accountants Act, 1949, the Company Secretaries Act, 1980 and the Cost and Works Accountants Act, 1959 respectively;(c)the form can also be digitally signed by a Company Secretary in full time employment of the company or by the Managing Director or Director of the company in which the applicant intends to be a director;(d)the e-form DIN-1 can also be digitally signed by the applicant by using his or her own Digital Signature Certificate.](4)[(a) the applicant shall submit the Form No. DIN-1 on the portal and pay the requisite amount of fees as specified in rule 4 through online mode.(b)after successful payment of fee, in case DIN-1 is signed by practicing professional, the system after processing, shall automatically generate the approved DIN and in all other cases, the provisional DIN shall be generated by the system.][* * *] [Sub-rule 5 Omitted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)](5)[[Sub-rule 6 renumbered as sub-rule 5 by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)] The Central Government shall process the applications received for allotment of DIN under sub-rule (5), decide on the approval or rejection thereof and communicate the same along with the DIN allotted in the case of approval to the applicant by way of a letter by post or electronically or in any other mode, within a period of one month from the receipt of such application.Provided that all Director Identification Numbers allotted to individual(s) by the Central Government before the commencement of these rules shall be deemed to have been allotted to them under these rules.(6)[In case, where provisional DIN is allotted, the Central Government, on examination, finds such application to be defective or incomplete in any respect, it shall give intimation of such defect or incompleteness noticed electronically, by placing it on the website and by email to the applicant or the person who has filed such application, directing him to rectify such defects or incompleteness by resubmitting the application with in a period of fifteen days.(7)The Central Government shall give an opportunity to the applicant or the person who has filed such application, for rectification of the defects or incompleteness by resubmitting the application with in the aforesaid period.(8)(a)In the event, such defect or incompleteness has not been rectified or has been rectified partially or has not been rectified to the satisfaction of the Central Government, despite opportunity provided under sub-rule (7), the Central Government shall either reject or treat and label such application as invalid

in the electronic record and shall not take on record such invalid application and in such case, the provisional DIN shall be lapsed.(b)the action taken under sub-rule (8) shall be informed to the applicant in such mode as specified in sub-rule (5).](9)[[Sub-rule 7 renumbered as sub-rule 9 by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)] The Director Identification Number so allotted is valid for the life-time of such applicant and shall not be allotted to any other person during his life-time.

4. Fee.

- Each application made under [sub-rule (5) of Rule 3] [Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)] shall entail a payment of a fee of Rupees One hundred only.Provided that applicants making such application before [30th June, 2007] [Substituted for words "31st March, 2007" by Notification No. G.S.R. 265 (E) dated 29.3.2007 (w.e.f. 19.10.2006)] shall be exempted from payment of fee under this rule.

5. Intimation of DIN to the Company.

- Every existing director shall, within one month of the receipt of the Director Identification Number from the Central Government under [sub-rule (5) of Rule 3] [Substituted for the words "sub-rule (6) of Rule 3" by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)], intimate his Director Identification Number to the company or all companies wherein he is a director, in Form No. DIN-2.

6. Intimation of DIN to the Registrar.

- Every company shall furnish the details of Director Identification Number within one week of the receipt of intimation from directors under Rule 5, to the Registrar in Form No.DIN-3, in electronic form along with fee as prescribed under Schedule X of the Act and duly certified by a Company Secretary in full time employment of the concerned company as required under Section 383-A of the Companies Act 1956 or by a Company Secretary in full time practice.Provided that the companies furnishing details of DIN under this rule on or before [30th June, 2007] [Substituted for words "31st March, 2007" by Notification No. G.S.R. 265 (E) dated 29.3.2007 (w.e.f. 19.10.2006)] shall be exempted from payment of fee.

7. Duty of director to intimate changes of particulars.

(1)Every director, in the event of any change in his particulars as stated in Form No.DIN-1, who has been allotted a Director Identification Number under these rules, shall intimate such change(s) to the Central Government within a period of 30 days of such change(s) in particulars by using Form No.DIN-4 made available by the Ministry on its website.The concerned director will also intimate such changes to the company or companies on which he is a director.(2)[(a) the director shall download Form No. DIN-4 from the portal and fill-in the relevant changes, scan and attach copy of the proof of the changed particulars In the format as specified in Annexure 2 enclosed to the

rules;(b)the form needs to be digitally signed by a Chartered Accountant or a Company Secretary or a Cost and Works Accountant holding a certificate of Practice under the provisions of the Chartered Accountants Act, 1949, the Company Secretaries Act, 1980 and the Cost and Works Accountants Act, 1959 respectively.(3)The Director shall submit the Form No. DIN-4 on the portal and there shall be no fee for intimating the challenges in particulars in DIN-4.] [Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)](4)[The Central Government, upon being satisfied, through verification of such changed particulars from the enclosed proofs, shall incorporate the said changes and inform the director by way of a letter issued electronically or in any other mode confirming the effect of such change in the electronic database maintained by the Ministry.] [Inserted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)] [8. Penal action against the applicant in case of false information. - The provisions of section 628 shall be applicable in respect of any false Information furnished by any person in the DIN application or changes thereof.] [Inserted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)]

FORM NO. DIN-1[See Rule 3(1) of the Companies (Director identification Number) Rules, 2006]
Application for allotment of Director identification Number

					2. Father's name(Even married women must give father's name) (Attach a latest passport size photograph by clicking on above box) -		
Note-All fields marked in * are to be mandatorily filled. Photograph - -	1. Applicant's name (Enter full name and do not use abbreviations) -	(a)	(b)	(c)	(a)	(b) *Last	(c)
		*First name -	*Last name -	*Middle name -	*First name -	*Last name Remove Photograph -	*Middle name -

3. *Whether a citizen of India| Yes| No|

4. Nationality| | 5. Date of birth| | (DD/MM/YYYY)

6. *Gender| Male| Female| 7. Place of birth|

8. Income-tax permanent account number (Income-tax PAN)| | Verify Income-tax PAN/detail
In case income-tax PAN is entered, applicant details should be as per income-tax PAN) (refer
instruction kit for details)

9. Voter's identify card number| |

10. Passport number| |

11. Driving license number| |

12. Permanent residential address

*Line I

Line II

*city

*State | *Pin Code|

*ISO country code | |

*country

Phone | *Mobile| | Fax|

*e-mail ID

13. *Whether present residential address is same as permanent residential addressYesNo

14. Present residential address

*Line I

Line II

*city

*State | *Pin Code|

*ISO country code | |

*country

Phone | Fax|

15. *Whether the application is being digitally signed by the applicant himselfYesNo

Verification In case of signing by applicant

| I confirm that my above particulars are true and correct and also are in agreement with the attached documents. I further confirm that the attached photograph and attached documents belong to me. I further confirm that all required attachments have been duly certified by the competent and have been completely attached to this application.

| I also confirm that I am not restrained/disqualified/removed of, for being appointed as director of a company under the provisions of Companies Act including Sections 203, 274, 284 and 388(E) of the said Act.

| I further confirm that I have not been declared as proclaimed offender by any Economic Offence Court or judicial Magistrate Court or High Court or any other Court.

| I further confirm that I have not been already allotted a Director identification Number (DIN) under section 266B of the Companies Act.

Certification in case of signing by person other than applicant

| It is hereby certified that the attached photograph and attached documents are of the applicant. It is further certified that all required attachments and verification by the applicant have been completely attached to this applicatio.

| It is further, certified that I have verified the above particulars of the applicant form the original documents of the applicant and found them to be true and correct.

Attachments (Refer instruction kit for 1. *Proof of identify of applicant| details)| | List of attachments|- |

2. *Proof of residence of applicant| |- 3. Copy of Verification by the applicant as per Annexure - 1| |- 4. Optional attachment(s) - if any| |

|-

To be digitally signed by

*Category| | |

In case of Chartered accountant or Company secretary or cost accountant (in whole-time practice)

Membership number or certificate of practice number of Chartered accountant or company secretary or Cost accountant (In whole-time practice)|

Whether associate or fellow| Associate| Fellow|

In case of director or Managing director or secretary in wholetime employment, of existing company in which the applicant is proposed to be a director

Director identification number of the director or Managing Director of existing company; or|

Membership number, if applicable or income-tax PAN of the secretary in wholtime employment of existing company (secretary of a company who is a member of ICSI, may quote his/her income-tax PAN)

Corporate identify number (CIN) of company with which director or managing Director or secretary is associated and in which applicant is proposed to be a director|

|

Name of company

| | |

This e-Form has been taken on record by the Central Government through electronic mode and on the basis of statement of correctness given by the person filing the form.

] [Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)]Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)[Inserted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)]

FORM DIN-1Application For Allotment Of Director Identification

Num[See Rule 3(1)]Provisional Director Identification Number

(DIN)..... (not to be filled by the applicant as it is generated by

the system)Applicant's name (Enter full name and do not use

abbreviations)1.(a) First Name(b) *Last Name(c)

Middle NameFather's name (Even married women must

give father's name)2.(a) First Name(b) Last Name

.....(c) Middle Name3. Whether a citizen of India =

Yes/No4. Nationality4A. [Whether resident in

IndiaYesNo] [Inserted by Notification No. 429 (E) dated 5.6.2012

(w.e.f. 11.6.2012)]5. Date of birthSignature of the

applicant Signature should be within the6. Gender

.....7. Place of birth8. Income-tax Permanent

Account Number9. Voter's Identity Card No.10.

Passport Number11. Driving licence number

.....12.(a) Permanent residential address(b) City

.....(c) State(d) Country(e) Pin Code

.....(f) Phone(g) Fax(h) e-mail ID13.

Whether present residential address is same as permanent residential address = Yes/No14.(a) Present residential address(b) City(c) State(d) Country(e) Pin Code(f) Phone(g) FaxMandatory fieldsInstruction kit SubmitFollowing documents are being enclosed:Proof of identity1. Passport2. Election (voter identity) card3. Driving licence4. Income-tax PAN card5. Others-Please specifyProof of residence (Tick against the document being enclosed)1. Passport2. Election (voter identity) card3. Ration card4. Driving licence5. Electricity bill6. Telephone bill7. Bank account statement8. Others-Please SpecifyI son/daughter resident of hereby declare and verify that the information given in this application and the document enclosed is correct and complete. I confirm that I do not possess and have not been allotted another Director Identification Number by the Central Government. I also confirm that no other application (including physical documents) submitted by me is pending for allotment of Director Identification Number.Signature of the applicant (to be signed for submission of physical copy of the form with MCA)General Guidelines For Director Identification Number (Din) Application{|

1.Obtain Provisional DIN

2.Attestation/ certification of photograph, proof of identity and proof of residence

3.Particulars of the attesting/ certifying authority

The applicant should first fill in the application on-line, generate a provisional DIN and then take a point out for dispatch to the DIN Processing Cell. An application without a provisional DIN cannot be accepted for further process and would merit straight rejection.

A public Notary or a Gazetted Officer of a Government or a practicing professional(Chartered Accountant/Company Secretary/Cost Accountant) or a Company Secretary in full time employment of the company.

The attesting authority must indicate the following while attesting the documents: (i) Signatures; (ii) Name in full in Capitals; (iii) Registration No, if

applicable, and (iv) Seal/Stamp

In case the proof of identity and proof of residence is in a language other than Hindi or English, a certified copy of translation of the same in Hindi or English, should be enclosed and the translation be also certified by the professional who has otherwise certified the said proofs

4. Language of proofs for identity and residence

The proof of identity enclosed with DIN Form should also contain the Date of Birth of the applicant and the same should match the Date of Birth filled in the application form. In case the proof of identity does not indicate the Date of Birth then additional proof of Date of Birth, duly certified/attested, should be attached

5. Date of birth

While general conditions as mentioned at SI. No. 1, 3, 4 and 5 would be applicable in these categories also; the certification of attached documents and the photograph may be done by a notary in the resident country of the applicant or the Managing Director/CEO of the Company on which he is a Director or the Company Secretary in full time employment of the Company. Further, in the case of a Foreign National, certified copy of the valid passport should be enclosed.

6. Process for applicants who are (i) Indian citizens residing abroad; (ii) foreign nationals residing in India; and (iii) foreign nationals residing outside India

For office use only Signature of the authorising officer Dated (DD/MM/YYYY) Place | }

FORM DIN-2 Intimation of allotment of Director Identification Number (DIN) to the Company by the Director

To, Date, S

Intimation of allotment of Director Identification Number (DIN) to the Company by the

Director Sir, Reference Section 266-D of the Companies Act, 1956 and the rules made thereunder, I am submitting the information regarding DIN allotted to me along with additional information as prescribed.

Sl.No.	Subject	Particulars
1.	Director Identification Number (DIN)	
2.	Name	
3.	Father's Name	
4.	Present residential address	
5.	e-mail ID	
6.	Designation (Director or Managing Director or Alternate director or Additional Director or Director appointed in casual vacancy or Nominee Director or Whole time director) (please specify).	
7.	Specify whether Chairman, Executive Director, Non-Executive Director (in case more than one, specify both)	
8.	Category (Promoter or Professional or Independent)	
9.	Name of the company of institution whose nominee the director is	
10.	Date of Appointment A copy of the DIN Allotment Letter is enclosed.	

A copy of the DIN Allotment Letter is enclosed. Please acknowledge the receipt Your Faithfully
Form DIN-3 Intimation of Director Identification Number by the company to the Registrar

Note - All fields marked in * are to be manually filled.

1. | Corporate identity number (CIN) of company |
2. (a) | Name of the company |
- (b) Address of the registered office of the company |
3. | e-mail ID of the company |
4. | Authorised capital (in Rupees) |
5. | Number of members of the company |
6. | Paid up capital (in Rupees) |
7. | Number of Managing Director, Director(s) | | Enter here the total number of managing director, director for which the form needs to be filled
8. | Details of the Managing Director, Directors of the company
- | 1. | Details of the Director or Managing Director of the company
- | | Director identification Number (DIN) |
- | | Full Name |
- | | Father's Name |
- | | Present residential address |
- | | |
- | | |
- | | Date of Birth | (DD/MM/YYYY)

| | Date of approval of DIN by the Central Government| (DD/MM/YYYY)
 | | Date of receipt of Form DIN 2 from the director| (DD/MM/YYYY)
 | | | Attach copy of Form DIN-2
 | | Whether the address is as per the company's records| YesNo
 | | Designation|
 | | Category|
 | | Whether Chairman, Executive Director, Non-Executive Director
 | | Chairman| Executive Director,| Non-Executive Director
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
II.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
III.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address

| | Date of Birth| (DD/MM/YYYY)
| | Date of approval of DIN by the Central Government| (DD/MM/YYYY)
| | Date of receipt of Form DIN 2 from the director| (DD/MM/YYYY)
| | | Attach copy of Form DIN-2
| | Whether the address is as per the company's records| YesNo
| | Designation|
| | Category|
| | Whether Chairman, Executive Director, Non-Executive Director
| | Chairman| Executive Director,| Non-Executive Director
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
IV.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
V.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name

| | Present residential address|
| | Date of Birth| (DD/MM/YYYY)
| | Date of approval of DIN by the Central Government| (DD/MM/YYYY)
| | Date of receipt of Form DIN 2 from the director| (DD/MM/YYYY)
| | | Attach copy of Form DIN-2
| | Whether the address is as per the company's records| YesNo
| | Designation|
| | Category|
| | Whether Chairman, Executive Director, Non-Executive Director
| | Chairman| Executive Director,| Non-Executive Director
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
VI.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
VII.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name

| | Father's Name|
| | Present residential address|
| | Date of Birth| (DD/MM/YYYY)
| | Date of approval of DIN by the Central Government| (DD/MM/YYYY)
| | Date of receipt of Form DIN 2 from the director| (DD/MM/YYYY)
| | | Attach copy of Form DIN-2
| | Whether the address is as per the company's records| YesNo
| | Designation|
| | Category|
| | Whether Chairman, Executive Director, Non-Executive Director
| | Chairman| Executive Director,| Non-Executive Director
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
VIII.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
IX.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)

	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
X.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
XI.	Details of the Director or Managing Director of the company

	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID
XII.	Details of the Director or Managing Director of the company
	Director identification Number (DIN)
	Full Name
	Father's Name
	Present residential address
	Date of Birth
	Date of approval of DIN by the Central Government
	Date of receipt of Form DIN 2 from the director
	Whether the address is as per the company's records
	Designation
	Category
	Whether Chairman, Executive Director, Non-Executive Director
	Chairman
	DIN of the director to whom the appointee is alternate
	Name of the director to whom the appointee is alternate
	Name of the company or institution whose nominee the appointee is
	Date of appointment
	e-mail ID

9. Details of the Manager or Secretary of the company

I. Details of the Manager of Secretary of the company

Income Tax Permanent Account Number (PAN)

First name

Middle name

Last name

Father's name

First name

Middle name

Last name

Present residential address Line I

Line II

(a) City (b) State

(c) Country (d) In Code

(e) Phone (f) Fax

Date of birth (DD/MM/YYYY)

Designation

Date of appointment (DD/MM/YYYY)

Whether employed full time or part time Full timePart time

e-mail ID

II. Details of the Manager of Secretary of the company

Income Tax Permanent Account Number (PAN)

First name

Middle name

Last name

Father's name

First name

Middle name

Last name

Present residential address Line I

Line II

(a) City (b) State

(c) Country (d) In Code

(e) Phone (f) Fax

Date of birth (DD/MM/YYYY)

Designation

Date of appointment (DD/MM/YYYY)

| | Whether employed full time or part time| Full timePart time

| | e-mail ID|

| | Attachments

| | 1. Optional attachment(s) if any|

| | | List of attachments

| | | |

| | |

***Verification**

| | To the best of my knowledge and belief, the information given in this form is correct and complete.

| | I have been authorized by the board of directors resolution dated sing and submit this form.(DD/MM/YYYY)

| | To be digitally signed by

| | Managing director or director or manager of the company| (DD/MM/YYYY)

| | Designation|

| | Director identification number of the director|

***Certification**

| | It is hereby certified that I have verified the above particulars from the records of M/s

| | and found them to be true and correct

| | To be digitally signed by

| | Company Secretary in whole-time practice or the Company Secretary in full-time employment of the company

| | *Designation|

| | Membership number of the secretary|

| | | |

| | This e-Form has been taken on file maintained by the registrar of companies through electronic mode and the basis of statement of correctness given by the filing company.

[{|-| FORM NO. DIN-4[See Rule 7 of the Companies (Director identification Number) Rules, 2006]| Intimation of change in particulars of Director to be given to the Central Government|}]

Note-All fields marked in * are to be mandatorily filled.

1. (a) *Director Identification Number (DIN)| |

(b) Name|

2. *Type of change :

Director Name| Nationality| Date of birth

Income-tax permanent account| Voters Idnetify card number| Passport number

Driving license number| Permanent residential address| Present residential addressbirth

Enter information that needs to be corrected. Enter only the relevant field(s)

3.| Director's name (Enter full | (a) First | (b) Last | (c) | | | | | (Attach a latest |
name and do not use name| | - name| | - Middle | - | - passport size photograph |

abbreviations)| | Photograph|- name| |- by clicking on above |
box)|-

4. Whether a citizen of India| Yes| No|

5. Nationality| |

6. Date of birth| | (DD/MM/YYYY)

7. Income-tax permanent account number (Income-tax PAN)| |

(In case income-tax PAN is entered, director details should be as per income-tax PAN) refer instruction kit for details)|

8. Voter's identify card number| |

9. Passport number| |

10. Driving license number| |

11. Permanent residential address

*Line I

Line II

*city

*State | *Pin Code|

*ISO country code | |

*country

Phone | *Mobile| | Fax|

*e-mail ID

12. *Whether present residential address is same as permanent residential addressYesNo

13. Present residential address

*Line I

Line II

*city

*State | *Pin Code|

*ISO country code | |

*country

Phone | Fax|

Certification

*| It is hereby certified that the attached photograph and attached documents are of the applicant. It is further certified that all required attachments and verification by the applicant have been completely attached to this application.

*| It is further certified that I have verified the above particulars of the applicant from the original documents of the applicant and found them to be true and correct.

Attachments| | List of attachments|-

1. *Proof of change in particulars| |

2. Copy of Verification by the applicant as per Annexure - 1| 3. Optional attachment(s) - if any| |
|- |-

To be digitally signed by

Chartered accountant or company secretary or Cost accountant (In whole-time practice|

Chartered accountant (in whole-time practice)or| Cost accountant (in whole-time practice) or

Company secretary (In whole-time practice)

*Whether associate or fellow| Associate| Fellow

*Membership number or certificate of practice number|

| | |

This e-Form has been taken on record by the Central Government through electronic mode and on the basis of statement of correctness given by the person filing the form.

] [Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)]Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)[Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)]

{|

Form DIN-4Pursuant to Companies (Director Identification Number) Rules,2006]| Intimation of change in particulars of Director to be given to the Central Government

| | | Photograph

| | | | (Affix a latestpassport sizephotograph and getit attested/ certifiedfor submission of theform with MCA)

| | (Signature of the applicant)(Signature should be within the box)

1.| Director identification Number (DIN)|

2.| Please identify (tick) and fill-in particulars sought to be changed.

| Applicant Name| Nationality

| Date of birth| Income-tax permanent account number

| Voters Identity card number| Passport number

| Driving licence number| Permanent residential address

| Present residential address

3.| Applicant's name (Enter full name and do not use abbreviations)

| (a) First name|

| (b) Middle name|

| (c) Last name|

4.| Whether a citizen of India| YesNo

5.| Nationality|

6.| Date of birth| (DD/MM/YYYY)

7.| Income tax permanent account number|

8.| Voter's identity card number|

9.| Passport number|

10.| Driving license number|

11.| Permanent residential address| Line I|

| | Line II|

| (a) City| | (b) State|

| (c) Country| | (d) In Code|

| (e) Phone| | (f) Fax|

12.| Present residential address| Line I|

| | Line II|

| (a) City| | (b) State|

| (c) Country| | (d) In Code|

| (e) Phone| | (f) Fax|

Note: Enclose necessary documents verified by a public notary or gazetted officer or certified professional (Chartered Accountant /Company /Cost Accountant) evidencing change in particulars mentioned above.

Note II. In case any proof enclosed is in language other than Hindi or English then the certified copy of the same in English or Hindi shall be required to be enclosed. It should be certified by the same professional who has certified other proof.

Note III. In case the Director submitting change in particulars is not residing in India, the document shall need to be attested by foreign public notary /Company Secretary in whole time employment or Managing Director of company where he is a director.

If any of the requirements are not met, changes will not be considered

I

son/ daughter of

resident of

hereby declare and verify that the information given in this form and the documents enclosed is complete.

Signature of the applicant

Dated| (DD/MM/YYYY)

Place|

For office use only

Signature of the authorising officer

Dated| (DD/MM/YYYY)

Place|

}[Substituted by Notification No. G.S.R. 258(E) dated 26.3.2011 (w.e.f. 19.10.2006)]