

Introduction of DSC Role-Check for Banks

It is proposed to introduce role-check in the MCA21 system that maintains details of authorized bank officials for verification of registration of charges. The process is explained below in two sections:

Stage I - Creating registry of authorized officials of bank/FIs:

1. Each bank has to identify a nodal person for this purpose and communicate to the Ministry
2. A user login will be created for this nodal person in MCA21 system
3. The nodal person in turn can create user logins for any number of users for the bank
4. All of these users of the bank should associate their DSC (digital signature) to their logins
5. Charge related MCA eForms (8, 10 & 17) will be modified to verify the DSC of the signatory of the bank in the form

Stage II - Modification to charge registration process:

1. Company that wishes to file a charge form will get the respective form signed by the representative of the bank
2. MCA21 system will validate the DSC at the time of upload of the form
3. If validation passes, then the form will be accepted; else it will be rejected with proper error message

(Letter-Head)

To,

Joint Secretary to the Govt. of India,
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Sub: Introduction of DSC role-check for Banks/ Financial Institutions – Nomination of nodal officer – reg.

With reference to Ministry's Circular No. HQ/ 104/ 2007 – Computerisation dated 17.02.2012 on the subject cited above, it is to state that for the purpose introduction officials in MCA21 system for verification of charges Shri _____(Name), (Designation) of this Bank/ Financial Institution is nominated as Nodal officer in accordance to the authorization given by Board. The detail of nominated person is given below:

- a) Full name of the nodal officer. _____
(First Name) (Middle Name) (Last Name)
- b) Email id of the nodal officer
- c) Contact Number of the Nodal officer
- d) True copy of authorization

It is requested that the Ministry may accept the nomination and the Nodal officer may be permitted to introduce further officials in respect of verification of charges in the MCA21 system.

Yours faithfully,

(Authorized Signatory)