



Further Clarification of Ministry of Corporate Affairs (MCA) on passing of Ordinary and Special Resolutions require members approval.

In furtherance of general circular 14/2020 issued on 08th April 2020, ministry of corporate affairs, government of India, has issued **general circular no. 17/2020 on 13.04.2020** to further clarify on manner and mode of issue of notices to the members before convening the general meeting. It shall be noted that such procedure needs to be adopted by the company for **conducting an extraordinary general meeting (EGM) on or before 30th June, 2020.**

The circular gives clarity regarding the issue of notices to members for meetings by using only electronic means, in view of the COVID-19 related lockdown and social distancing requirements, while at the same time ensuring that the relevant companies facilitate registration of email addresses of the members who have not done so and made suitable disclosure in this regard at the time of issue of public notice in the

newspapers. The public notice to be issued by relevant companies would also be required to specify the manner in which members who are holding shares in physical form or who have not registered their email addresses with the company can cast their vote through remote e-voting or through the e-voting system during the meeting

A similar framework for smaller companies which are not required to provide e-voting facility to their members has also been specified in the Circular. This procedure is being allowed on account of disruption caused in postal services, whereby it has become difficult to serve or receive notices by post.

For detailed information on the said circular, please refer the link below.

[Detailed circular of Ministry of Corporate Affairs.](#)

Sources: MCA circular dated 13.04.2020

Contact details:

Head office

75/7 rajpur road, dehradun

T +91.135.2743283, 2747084, 2742026

F +91.135.2740186

E info@vkalra.com

W www.vkalra.com

Branch office

80/28 malviya nagar, new delhi

E info@vkalra.com

W www.vkalra.com

For any further assistance contact our team at

kmt@vkalra.com

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