**COMPLIANCE CHECKLIST FOR THE COMPANIES ACT 2013 (THE ACT)**

**CHAPTER VI**

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| **S.NO** | **SECTION/****RULES** | **APPLICATION** | **SUBJECT** | **STEPS TO BE CHECKED** | **COMPLIANCE STATUS (WITH REMARKS , IF ANY)** |
| 1. | 77(1) | All Companies | Duty to register Charges | Check that for each secured loan the relevant charge has been filed by the Company in Form CHG 1 within 30 days ( or as allowed on application) of creation of the charge.  |  |
| 2. | 79 | All Companies | Modification of charges | Check whether Form CHG 9 has been filed in case of any modification of the charge within 30 days (or as allowed on application) of such modification. |  |
| 3. | 82 | All Companies | Satisfaction of Charge | Check that the Company has intimated to the ROC satisfaction of charge within 30 days from payment or satisfaction of charge in Form 4.Ensure that the Certificate of satisfaction of charge has been received in Form CHG 5 from the ROC. |  |
| 4. | 85 | All Companies | Register of Charges to be maintained by the Company | Check whether the Company is maintaining an up to date register of charges in the format given in Form 7 indicating1. Charges created to date (CHG 1)
2. Modifications therein, if any (CHG 9)
3. Registration Certificate by the Registrar (CHG 2)
4. Satisfaction of charges (CHG 4, 5)
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