

## FAQs on eCSIN Amnesty Scheme, 2020

**1. Where can I find a copy of ICSI eCSIN Amnesty Scheme, 2020?**

A copy of the ICSI eCSIN Amnesty Scheme, 2020 may be viewed/downloaded from the ICSI eCSIN portal <https://stimulate.icsi.edu/ecsln/>

**2. What are the essential features of the Amnesty Scheme?**

The Amnesty Scheme would enable the members' to-

- i. Generate the eCSIN, if not yet generated;
- ii. Rectify the eCSIN details recorded at the time of generation for appointment;
- iii. Update information in the eCSIN generated ;
- iv. Revoke eCSIN if employment already ceased;

**3. How do I make an application/ online request under the Amnesty Scheme?**

There is no formal application to be made under the scheme. The member shall login to the eCSIN portal and click on the Amnesty Scheme icon and select the eCSIN to be modified from the eCSIN register.

**4. What are the opening and closing dates for the Amnesty Scheme?**

The Amnesty Scheme window shall be open from 6<sup>th</sup> November, 2020 and shall close on 30<sup>th</sup> November, 2020.

**5. Is there any limit on the number of eCSINs that can be modified/revoked under the Amnesty Scheme?**

Yes, an active eCSIN can be modified only once under the scheme.

**6. What is meant by an active eCSIN?**

An active eCSIN means the eCSIN held by the member for current/existing employment.

**7. In how much time will the application under the Amnesty Scheme be processed?**

The Scheme operates in the straight through process mode. Accordingly, the eCSIN data will be updated on realtime basis and Register of eCSIN shall be updated accordingly.

**8. Do I need to intimate the employer/Company about modifications in data associated with eCSIN?**

It is advisable to intimate the employer/Company about the modifications done under this Scheme. However, the eCSIN details are available for verification by any stakeholder at the eCSIN portal.

**9. Will I be able to re-modify the details under the Amnesty Scheme at multiple occasions?**

No, a particular eCSIN can be modified only once.

**10. What all details shall be open for rectification / modification under the Scheme?**

The following details shall be open for rectification/ modification:

- a. Name of the employer
- b. CIN/PAN of the employer
- c. Consent letter date
- d. Appointment date
- e. Phone number of employer
- f. Email id of employer
- g. Website of employer
- h. Total annual emoluments (cost to company)
- i. Designation

**11. Will I be provided any immunity from any misconduct proceedings for non-compliance with the eCSIN Guidelines if I apply for amnesty under the Scheme?**

The active member of the Institute applying under the ICSI-eCSIN Amnesty Scheme, 2020 shall be granted immunity from the applicability of the provisions of the eCSIN Guidelines in respect of the eCSINs for which request under this Amnesty Scheme has been made and disciplinary proceedings shall not be initiated or entertained in this respect.

**12. Will I be liable for misconduct proceedings for non-compliance with the eCSIN Guidelines if I do not apply under the Scheme?**

On the conclusion of the Scheme, the Institute may initiate necessary disciplinary action under the Company Secretaries Act, 1980 read with First Schedule and Second Schedule to the Company Secretaries Act, 1980 against the members who have not availed this Scheme and have failed to comply with the provisions of the eCSIN Guidelines.

**13. What is the fee for making an application under the Scheme?**

No fees shall be charged for the purpose of this application.

**14. Who can make an application under this Scheme?**

An active member of the Institute who has failed to comply with the eCSIN guidelines and is willing to rectify the default or wants to rectify/modify the details of the existing eCSIN as permitted within the purview of the Scheme.

**15. Will my data provided under the Amnesty Scheme be kept confidential?**

Yes, the details uploaded by the members under this Amnesty Scheme shall remain confidential and not be construed as “information” under the Right to Information Act, 2005.

**16. It is possible to reactivate the eCSIN, which has been revoked?**

No, eCSIN once revoked/ceased cannot be reactivated. Member can modify/update detail of active eCSIN under this Scheme.

**17. Can the Name and/or CIN of the company be altered in the eCSIN?**

Only inadvertent typographical errors may be rectified to the extent that the identity of the company is not altered.

**18. I resigned from a company in March, 2020 and now I am unemployed. I didn't generate eCSIN for my last employment. How to rectify this?**

Members entering into or ceasing to be in employment on or after 1<sup>st</sup> October 2019, shall mandatorily be required to generate eCSIN for appointment and for cessation. Member can generate eCSIN towards appointment under eCSIN Amnesty Scheme.