

FORM 24B

[Pursuant to section 314(1B)
of the Companies Act, 1956]

Form of application to the Central Government for obtaining
prior consent for holding of any office or place of profit in the
company by certain persons

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

PART - A

Particulars of company

1.(a) *Corporate identity number (CIN) of company

(b) Global location number (GLN) of company

2.(a) Name of the company

(b) Address of the
registered office
of the company

PART - B

The proposal for which the Central Government's approval is sought

3.(a) *Proposal for which Central Government's approval is sought

(b) *Period of appointment

From (DD/MM/YYYY)

To (DD/MM/YYYY)

(c) (i) *Remuneration

☐ per month

☐ per annum

(ii) Salary

(in Rs.)

(iii) Commission

(in Rs.)

(iv) Perquisites

(in Rs.)

(v) Others

(in Rs.)

(vi) Total cost to the company (in Rs.)

4. Name(s) of the directors or managing directors or whole-time directors to whom the proposed appointee is related and the nature of relationship

4.1 (a) *Name

(b) *Designation

(c) *Inter-se relationship

4.2 (a) Name

(b) Designation

(c) Inter-se relationship

5. *Appointee is ☐ Individual ☐ Company ☐ Partnership firm

(a)(i) CIN of company

(ii) GLN of company

(iii)*Name

(b) *Designation

(c) Father's name

(d) Nationality

(e) Date of birth (DD/MM/YYYY)

(f) Qualification

(g) Experience

(h) Remuneration drawn during last three years

i.	Name of organisation	<input type="text"/>	
	Designation	<input type="text"/>	
	Date (DD/MM/YYYY)	From <input type="text"/>	To <input type="text"/>
	Total cost to the company (in Rs.)	<input type="text"/>	

ii.	Name of organisation	<input type="text"/>	
	Designation	<input type="text"/>	
	Date (DD/MM/YYYY)	From <input type="text"/>	To <input type="text"/>
	Total cost to the company (in Rs.)	<input type="text"/>	

iii.	Name of organisation	<input type="text"/>	
	Designation	<input type="text"/>	
	Date (DD/MM/YYYY)	From <input type="text"/>	To <input type="text"/>
	Total cost to the company (in Rs.)	<input type="text"/>	

6. Statement of similarly placed employees or executives with details of their educational qualification or experience, pay scale, allowances and other benefits proposed

*Whether any similarly placed employee or executive exists in the company ☐ Yes ☐ No

If yes, provide the details

6.1 (a) Name of employee		
(b) Designation and/ or nature of employment		
(c) Date of birth		(DD/MM/YYYY)
(d) Qualification		
(e) Experience		
(f) Remuneration		
(i) Salary	(in Rs.)	
(ii) Commission	(in Rs.)	
(iii) Perquisites	(in Rs.)	
(v) Others	(in Rs.)	
(vi) Total cost to the company (in Rs.)		

6.2		
(a) Name of employee		
(b) Designation and/ or nature of employment		
(c) Date of birth		(DD/MM/YYYY)
(d) Qualification		
(e) Experience		
(f) Remuneration		
(i) Salary	(in Rs.)	
(ii) Commission	(in Rs.)	
(iii) Perquisites	(in Rs.)	
(v) Others	(in Rs.)	
(vi) Total cost to the company (in Rs.)		

7. Statement showing the details of the relatives of the director who have been either appointed as managing or whole-time director, manager or in any other position in the applicant company indicating clearly the remuneration paid to each relative and total remuneration paid to them as percentage of profit as computed under section 198 of the Companies Act,1956:

7.1.	(a) Name of relative	<input type="text"/>
	(b) Nature of relation	<input type="text"/>
	(c) Designation	<input type="text"/>
	(d) Remuneration	
	Salary (in Rs.)	<input type="text"/>
	Commission(in Rs.)	<input type="text"/>
	Perquisites (in Rs.)	<input type="text"/>
	Others (in Rs.)	<input type="text"/>
	Total (in Rs.)	<input type="text"/>
	(e) Percentage of profit as computed under section 198 of the Companies Act,1956	<input type="text"/>

7.2.	(a) Name of relative	<input type="text"/>
	(b) Nature of relation	<input type="text"/>
	(c) Designation	<input type="text"/>
	(d) Remuneration	
	Salary (in Rs.)	<input type="text"/>
	Commission(in Rs.)	<input type="text"/>
	Perquisites (in Rs.)	<input type="text"/>
	Others (in Rs.)	<input type="text"/>
	Total (in Rs.)	<input type="text"/>
	(e) Percentage of profit as computed under section 198 of the Companies Act,1956	<input type="text"/>

7.3.	(a) Name of relative	<input type="text"/>
	(b) Nature of relation	<input type="text"/>
	(c) Designation	<input type="text"/>
	(d) Remuneration	
	Salary (in Rs.)	<input type="text"/>
	Commission(in Rs.)	<input type="text"/>
	Perquisites (in Rs.)	<input type="text"/>
	Others (in Rs.)	<input type="text"/>
	Total (in Rs.)	<input type="text"/>
	(e) Percentage of profit as computed under section 198 of the Companies Act,1956	<input type="text"/>

- 8.(a) *Reference number of Form 23 filed
- (b) *Date of filing Form 23 (DD/MM/YYYY)
- (c) *Date of passing special resolution (DD/MM/YYYY)

Attachments

1. *Copy of the resolution passed by the board of directors, relating to the proposed appointment
2. *Copy of rules of the company relating to the terms and conditions in regard to perquisites as applicable to its employees. If there are no rules, a certificate from secretary or director of the company to the effect that similar perks at the same rate(s) are being paid to the other employees of the company in the equivalent grade
3. An undertaking from the appointee that he or she will be in exclusive employment of the company and will not hold a place of profit in any other company
4. Copy of the minutes of selection committee
5. *Share holding pattern of the company
6. Particulars of employees in receipt of remuneration of Rs. 50,000 or more per month
7. Optional attachment(s) - if any

List of attachments

Declaration

To the best of my knowledge and belief, the information given in this application and its attachments is correct and complete.

I have been authorised by the board of directors' resolution dated* (DD/MM/YYYY)
to sign and submit this application

To be digitally signed by

Managing director or director or manager or secretary of the company

For office use only:

Digital signature of the authorising officer

This e-Form is hereby approved

This e-Form is hereby rejected