

**General Circular No. 07/2023**

File No. EGov-04/10/2021-O/o Director (e-Gov)-MCA  
**भारत सरकार /Government of India**  
**कारपोरेट कार्य मंत्रालय /Ministry of Corporate Affairs**

5<sup>th</sup> Floor, 'A' Wing, Shastri Bhawan,  
Dr. Rajendra Prasad Road, New Delhi 110001  
**Dated: 12<sup>th</sup> July 2023**

**To**

The President, Institute of Chartered Accountants of India  
The President, Institute of Cost Accountants of India  
The President, Institute of Company Secretaries of India

**Subject: - Merger of Multiple User IDs in V-2 Portal with new User ID in V-3 and deactivation of old User ID in V-2 Portal**


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Sir/Madam,

It has come to the notice of this Ministry that many members of the three institutes viz. Institute of Chartered Accountants of India, Institute of Cost Accountants of India and Institute of Company Secretaries of India have created multiple user IDs while transacting on existing MCA21 V2 portal. Further many members are not able to create user ID in the new MCA21 V3 portal due to an existing ID about which either they do not have any knowledge, or they do not remember that such an ID has been or was created in existing V2 portal.

2. It has been decided that all such members may approach the respective institutes with their credentials and the institute shall make recommendations for merging multiple existing user IDs with the ID created in V3 portal or for deactivation of the old user IDs in V2, to enable desirous members to create a new ID in V3 portal. The necessary changes in the user ID in V3 portal in such cases shall be done based on recommendations forwarded by the President or Vice-president of the institute to [ddegov@mca.gov.in](mailto:ddegov@mca.gov.in).

This issues with the approval of the Competent Authority

  
B. Srikumar  
Joint Director  
01123073017

Copy to: -

1. The DGCoA
2. All RDs
3. All RoCs
4. Project Director, LTI