

**COMPANIES ORDINANCE**  
(Chapter 622 of the Laws of Hong Kong)

In exercise of the power conferred on me under section 32 of the Companies Ordinance (Chapter 622) ('new Companies Ordinance') and section 32 of the Interpretation and General Clauses Ordinance (Chapter 1), I hereby specify that with effect from the commencement of the new Companies Ordinance on 3 March 2014, any document to be delivered in electronic form (other than a shareholders' list on CD-ROM or DVD ROM that accompanies the relevant Annual Return or Return of Allotment in hard copy form) to the Registrar of Companies ('Registrar') for registration under:—

- (a) the new Companies Ordinance;
- (b) the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Chapter 32) (the new name for the existing Companies Ordinance (Chapter 32) upon the commencement of the new Companies Ordinance); or
- (c) any section of the existing Companies Ordinance (Chapter 32) that will be repealed upon the commencement of the new Companies Ordinance but will have a continuing effect under Schedule 11 to the new Companies Ordinance or by virtue of section 23 of the Interpretation and General Clauses Ordinance (Chapter 1)

shall comply with the following requirements:—

**System Requirement**

A document to be delivered in electronic form (other than a shareholders' list on CD-ROM or DVD-ROM referred to above) shall be delivered to the Registrar through the e-Registry at [www.eregistry.gov.hk](http://www.eregistry.gov.hk) ('e-Registry'). The e-Registry is the information system designated and used by the Companies Registry for providing specified public services or information online to, and receiving electronic information from, members of the community through the internet. The e-Registry specifies the documents that may be delivered in electronic form to the Registrar for registration.

**Format of Electronic Document**

A document to be delivered in a form specified by the Registrar ('specified form') shall be furnished in a format using the electronic template or in Adobe Portable Document Format ('PDF') as specified at the e-Registry. Other documents not to be delivered in specified forms shall be delivered in PDF. PDF documents shall not exceed the file size specified by the system.

**Signature Requirement**

A document to be delivered in electronic form to the Registrar for registration shall be authenticated, approved or certified by such person(s) as specified at the e-Registry and in the relevant electronic template (or specified form). For the purpose of authenticating, approving or certifying the document, a person must register with the e-Registry and his/her digital signature or password shall be affixed to or included in the document.

Gazette notice G.N. 1076 published by the Registrar on 18 February 2011 shall cease to have effect on the commencement date of the new Companies Ordinance.

24 January 2014

Ada L. L. CHUNG *Registrar of Companies*