



公 司 註 冊 處
COMPANIES REGISTRY

香港金鐘道六十六號
金鐘道政府合署十五樓

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24 June 2022

Companies Registry External Circular No. 1 / 2022

Revision of Specified Forms for Implementation of Phase 2 of New Inspection Regime

This circular announces the **introduction of revised specified forms** upon the commencement of Phase 2 of the New Inspection Regime of the Companies Register under the Companies Ordinance (Cap. 622) (“CO”) on **24 October 2022**.

Background

2. As announced in the Companies Registry External Circular No. 1/2021 issued on 16 August 2021, the New Inspection Regime of the Companies Register would be implemented in three phases. Phase 1 came into operation on 23 August 2021 and Phase 2 will be implemented with effect from 24 October 2022 (“the Commencement Date”).

3. Under Phase 2, among other measures, the usual residential addresses of directors and full identification numbers of directors, company secretaries and some other individuals such as authorized representatives and liquidators (collectively referred to as “Protected Information”) contained in documents delivered to the Companies Registry (“the Registry”) for registration on or after the Commencement Date will not be provided for public inspection. “Specified persons” may apply to the Registry for access to Protected Information of directors and other individuals.

4. For details of the New Inspection Regime, please visit the thematic section on “New Inspection Regime” on the Registry’s website at www.cr.gov.hk/en/legislation/nir/overview.htm.



Revision of Specified Forms

5. To facilitate the implementation of Phase 2 of the New Inspection Regime, the Registrar of Companies (“the Registrar”) has **revised 26 specified forms which pertain to the reporting of Protected Information for use starting from the Commencement Date**. The revised specified forms were published in the Gazette (G.N.3130 and 3168) on 24 June 2022. The list of revised forms is set out at **Annex**.

6. The major changes that are made to the specified forms include the revision of the relevant parts to facilitate the reporting of **correspondence address of directors** and **partial identification numbers** of directors, company secretaries and other individuals. A “**PI-sheet**” is also added to each relevant form for reporting Protected Information of each of those individuals. Protected Information reported in the PI-sheet will not be made available on the Companies Register for public inspection, except for specified application to the Registrar made for the purpose of section 58(3) of the CO.

7. Starting **from 22 July 2022**, the revised forms newly specified can be downloaded from the thematic section on “New Inspection Regime” on the Registry’s website at www.cr.gov.hk/en/legislation/nir/forms.htm.



8. A complete set of specified forms (including the revised forms) in CD-ROM and hard copies of the individual revised forms will also be available for purchase at the Registry's office on the 14th floor of the Queensway Government Offices, 66 Queensway, Hong Kong with effect **from 23 September 2022**.

No Transitional Arrangement

9. As from the Commencement Date, the Registry will **only accept the revised specified forms for registration**. Existing version of the specified forms concerned will no longer be accepted and will be returned to presentors.

Enquiries

10. Enquiries concerning this circular can be directed to:-

Forms relating to :

- | | | |
|--|---|---|
| • Incorporation and registration of companies | Ms Vonnie TSANG
Assistant Registry Manager
(New Companies)2 | (852) 2867 4289
cr.nir-forms@cr.gov.hk |
| • Annual return, director, company secretary and authorized representative | Ms Kamela HAMET
Assistant Registry Manager
(Registration)3 | (852) 2867 6476
cr.nir-forms@cr.gov.hk |
| • Liquidator, receiver and manager | Mr CHAN Ching-hang
Assistant Registry Manager
(Charges & Liquidation) | (852) 2867 2611
cr.nir-forms@cr.gov.hk |

Ms Kitty TSUI
Registrar of Companies

經修訂的指明表格一覽表
List of Revised Specified Forms

I. 本地公司 Local Company

	表格編號 Form No.	表格名稱 Name of Form
1.	NAMA4	委任合併後的公司的董事通知書 Notice of Appointment of Directors of Amalgamated Company
2.	NAR1	周年申報表 Annual Return
3.	ND2A	更改公司秘書及董事通知書(委任／停任) Notice of Change of Company Secretary and Director (Appointment / Cessation)
4.	ND2B	更改公司秘書及董事詳情通知書 Notice of Change in Particulars of Company Secretary and Director
5.	ND4	公司秘書及董事辭職通知書 Notice of Resignation of Company Secretary and Director
6.	ND5	更改備任董事通知書(提名／停任) Notice of Change of Reserve Director (Nomination / Cessation)
7.	ND7	更改備任董事詳情通知書 Notice of Change in Particulars of Reserve Director
8.	ND8	備任董事辭職通知書 Notice of Resignation of Reserve Director
9.	NDR1	私人公司或擔保有限公司撤銷註冊申請書 Application for Deregistration of Private Company or Company Limited by Guarantee
10.	NM3	承按人行使財產管有權通知書 Notice of Mortgagee Entering into Possession of Property
11.	NM5	委任接管人或經理人通知書 Notice of Appointment of Receiver or Manager
12.	NM7	更改接管人、經理人或管有財產的承按人的詳情通知書 Notice of Change in Particulars of Receiver, Manager or Mortgagee in Possession of Property
13.	NNC1	法團成立表格(股份有限公司) Incorporation Form (Company Limited by Shares)
14.	NNC1G	法團成立表格(股份有限公司以外的公司) Incorporation Form (Company Not Limited by Shares)
15.	NNC5	合資格公司的註冊申請書 Application for Registration of Eligible Company
16.	NW3	委任清盤人或臨時清盤人通知書 Notice of Appointment of Liquidator or Provisional Liquidator
17.	NW4	更改清盤人或臨時清盤人詳情通知書 Notice of Change in Particulars of Liquidator or Provisional Liquidator
18.	NW5	清盤人或臨時清盤人停任通知書 Notice of Cessation to Act as Liquidator or Provisional Liquidator

II. 註冊非香港公司 Registered Non-Hong Kong Company

	表格編號 Form No.	表格名稱 Name of Form
19.	NN1	註冊非香港公司的註冊申請書 Application for Registration as Registered Non-Hong Kong Company
20.	NN2	註冊非香港公司終止授權獲授權代表的通知 Notification of Termination of Authorization of Authorized Representative of Registered Non-Hong Kong Company
21.	NN3	註冊非香港公司周年申報表 Annual Return of Registered Non-Hong Kong Company
22.	NN6	註冊非香港公司更改公司秘書及董事申報表(委任/停任) Return of Change of Company Secretary and Director of Registered Non-Hong Kong Company (Appointment/Cessation)
23.	NN7	註冊非香港公司更改公司秘書及董事詳情申報表 Return of Change in Particulars of Company Secretary and Director of Registered Non-Hong Kong Company
24.	NN8	註冊非香港公司更改獲授權代表申報表(委任/停任) Return of Change of Authorized Representative of Registered Non-Hong Kong Company (Appointment/Cessation)
25.	NN8C	註冊非香港公司更改獲授權代表詳情申報表 Return of Change in Particulars of Authorized Representative of Registered Non-Hong Kong Company
26.	NN11	註冊非香港公司開始清盤及清盤人/臨時清盤人的委任、停任或更改詳情通知書 Notice of Commencement of Liquidation and Appointment / Cessation and Change in Particulars of Liquidator / Provisional Liquidator of Registered Non-Hong Kong Company