

SUBJECT Submission of Multipurpose Empanelment Form 2024-25 by 21st October 2024

Dear Sir/Madam,

Considering the extension of tax audit filing period and to give adequate time to members to fill MEF, the last date for submitting the MEF at <https://meficai.org/> was extended from 07th October 2024 to **21st October 2024**. **Since only 5 days are remaining for the deadline of last date of submission of the MEF, we request you to kindly submit your MEF application as early as possible to avoid last minute rush; if you have not submitted so far.**

It may **kindly be noted that NO FURTHER EXTENSION will be given for filing MEF 2024-25**, as PDC has to submit the Branch Auditors' Panel to RBI within stipulated time.

Further, it is to mention that information provided through the MEF by the CA Firms/ practicing CA's registered with Institute of Chartered Accountants of India (ICAI) is shared with Reserve Bank of India (RBI), NABARD, and other authorities and/or Government Departments for the purpose of empanelment for professional work. As such the MEF information is considered for preparation of respective panel by various authorities and it is not only restricted to statutory branch audits of public sector banks. Further, PDC of ICAI has been making representations to many more authorities and Central/State Govt. departments to prepare their panel from the MEF information.

It is thus crucial for members and firms to complete the MEF, as it serves as the **primary panel for all empanelment opportunities wherein Panel/list is sought from the Institute for professional assignments. Members and firms are advised to fill out the MEF on time to ensure their participation for various professional engagements.** Also, before filling the Multipurpose Empanelment Form (MEF) for the year 2024-25, members are advised to go through the [Advisory](#).

Registration/ Login Credentials:

- Applicant already registered for MEF in previous year/(s), may login using the credentials directly of previous year for MEF 2024-25. If one has forgotten the password, please go to "*Forgot Password*" button to retrieve the password.
- Applicant applying for the first time, the applicant must first register for MEF 2024-25 at <https://app.meficai.org/register>.

Please note that the last date for submission of online Form is 21st October 2024.

Regards,

Professional Development Committee, ICAI