



# Director Identification Number Service

Q&A with the ABRS

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We will reimagine a more simple, automated world  
for our customers and they will love it!

A white search bar with a magnifying glass icon on the right. A hand is pointing at the magnifying glass icon. The background is a light blue gradient with a large white circle and a teal arc on the left side.

Search...

Simplify. Automate. Connect.



## Gavin Leung Shing

### Technical Compliance Manager

Gavin is a specialist tax advisor with a demonstrated history of working in the tax advisory and compliance industry. Skilled in tax advisory and compliance for SMSF, SME, family offices and high net worth clients. Knowledge and experience dealing with business structuring, tax planning, superannuation and estate planning.



## Robin Hayes

### Director, Director ID Onboarding, Australian Business Registry Services

Having worked in the ASIC Registry for over 12 years, Rob along with around 220 ASIC Registry staff moved to the Australian Taxation Office (ATO) under a Machinery of Government administrative change in April 2021. Around that time the Commissioner of Taxation was appointed as Registrar assisting ASIC to perform statutory Registry functions and exercise its powers as a delegate of ASIC.

# — Agenda

1. What is the Director ID Regime and how will this impact Directors and/or their trusted Advisors?
2. What do Directors and their trusted Advisors need to do and when?
3. ATO specific Stats, Communication and Compliance Approach for the Director ID regime
4. New features coming on the NowInfinity platform to support this change
5. Live Q&A - your questions answered



# Australian Business Registry Services

The new registry service will:

- Make it easier for businesses to meet their registration obligations
- Improve the efficiency of registry service transactions
- Make business information more trusted and valuable.
- [www.abrs.gov.au/](http://www.abrs.gov.au/)



# What is the Director ID Service?

Director ID will help prevent the use of false or fraudulent director identities on the new registry service

## Directors have obligations under the law.

Shareholders, employees, creditors, consumers, external administrators and regulators need to know who the directors of a company are.

It's important for the identity of directors to be verified.

## All directors will be required under the law to apply for a director ID.

A director ID will only be given to a person who has verified their identity with the Registrar.



## A person keeps their director ID forever even if they:

- change companies
- stop being a director
- change their name
- move interstate or overseas



It will be easier to trace directors' relationships with companies and identify and eliminate director involvement in illegal activity such as illegal phoenix activity.

# Who needs a Director ID?

Only **directors** need a director ID

- ✗ Company officeholders
- ✓ **Director**
- ✗ Secretary
- ✗ External administrator  
*e.g. receiver, administrator or liquidator*

## Only eligible officers *must* apply

An eligible officer is a person appointed as:

- a director
- an alternate director who is acting in that capacity.

## Intending directors *may* apply

A person who intends to become an eligible officer within 12 months may apply for a director ID.

**A person only needs to apply once for a director ID.** There is no need to apply each time they are appointed as a director.

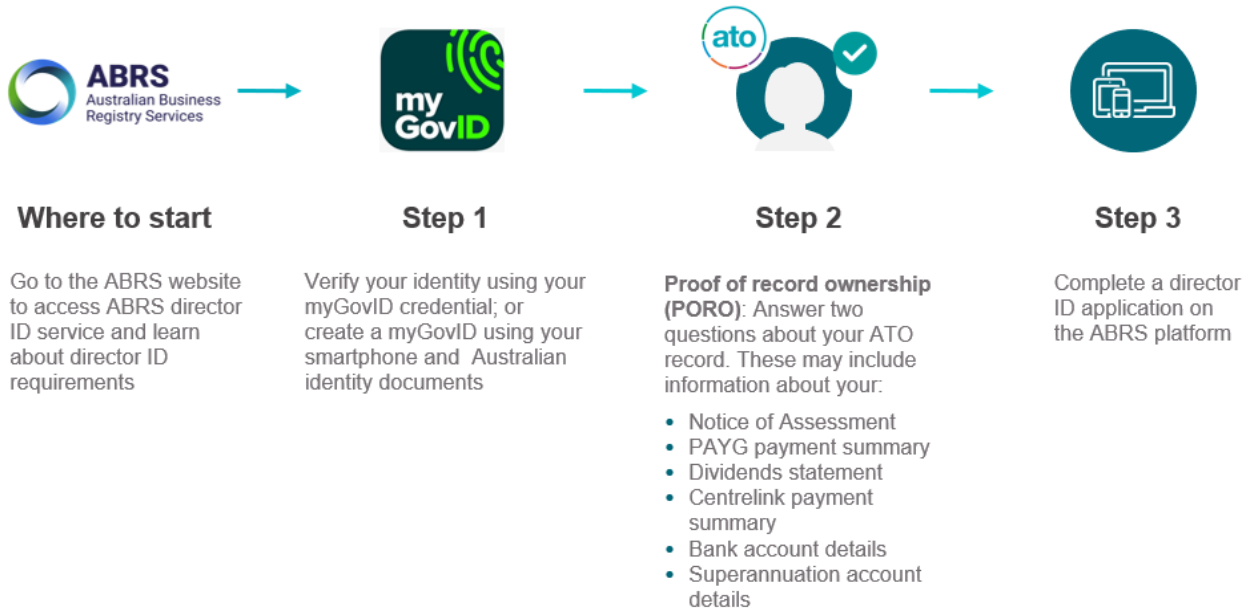
# When Directors need to apply

The transitional arrangements will allow people to become familiar with the new requirements.

Act	Date person becomes a director	Must apply
<i>Corporations Act 2001</i> (Corporations Act)	On or before 31 October 2021	By 30 November 2022
	Between 1 November 2021 and 4 April 2022	Within 28 days of appointment
	From 5 April 2022	Before appointment
<i>Corporations (Aboriginal and Torres Strait Islander) Act 2006</i> (CATSI Act)	On or before 31 October 2022	By 30 November 2023
	From 1 November 2022	Before appointment

# How to apply online

The director ID application is expected to be publicly available from **November 2021**

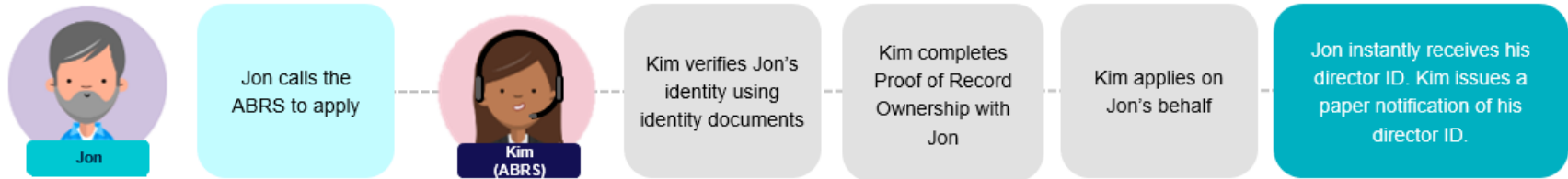


After signing in with myGovID, applicants need to conduct a proof of record ownership and complete an application.



# How to apply

## Applying by phone



### What they'll need

- A TFN (it is optional to quote it).
- Their residential address as held by ATO.
- Be able to answer two questions using details the ATO knows about them.
- Two Australian identity documents, one primary and one secondary.

### Primary documents

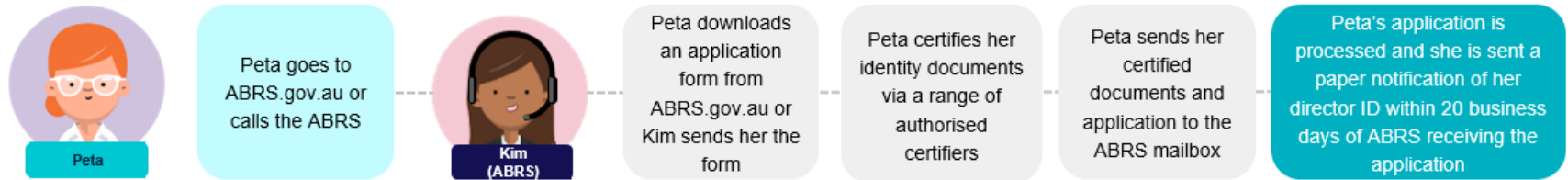
- Australian full birth certificate (extracts and Commemorative Certificates not acceptable)
- Australian passport
- Australian citizenship certificate or extract from Register of Citizenship by Descent
- Immicard
- Visa (using foreign passport providing still in Australia).

### Secondary documents

- Medicare card.
- One of the following cards with your photo and signature:
  - Australian driver's licence
  - Australian learner's permit
- Any address on the card must match the details provided on the form.

# How to apply

## Applying by paper (within Australia)



### What they'll need

- Their residential address.
- Certified copies of one primary and two acceptable secondary identity documents.

### Primary documents

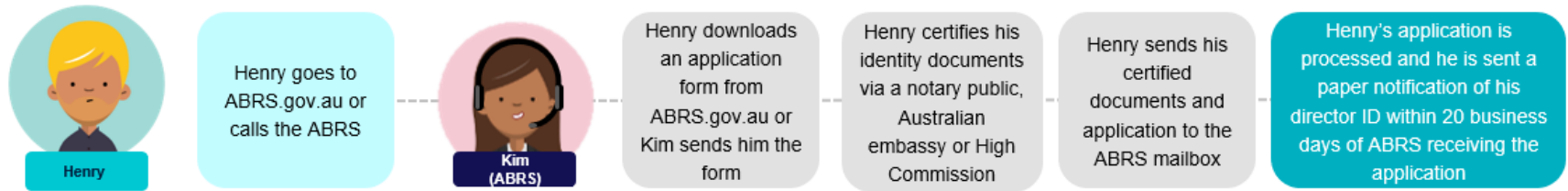
- Australian full birth certificate (extracts and Commemorative Certificates not acceptable)
- Australian passport
- Australian citizenship certificate or extract from Register of Citizenship by Descent
- Foreign passport.

### Secondary documents

- Medicare card.
- One of the following cards with your photo and signature:
  - Australian driver's licence
  - Australian learner's permit
- Any address on the card must match the details provided on the form.

# How to apply

## Applying by paper (outside of Australia)



### What they'll need

- Their residential address.
- Certified copies of one primary and two acceptable secondary identity documents.

### Primary documents

- Foreign birth certificate
- Foreign passport
- Australian full birth certificate (extracts and Commemorative Certificates not acceptable)
- Australian passport

### Secondary documents

- National photo identification card
- Foreign government identification
- Marriage certificate – if provided to verify change of name, it cannot be used as a secondary document
- Driver licence – licence address must match the address details provided on the application

## How agents can support their clients

Agents can help their clients by providing guidance on the verification and application process, including if their client is required to get a director ID.

**Let your clients know about the new requirement, when and how to apply.**

**Encourage your clients to set up their myGovID to a Standard or Strong identity strength, if they have not done so already.**

**Guide and support your clients through the process of applying for a director ID.**

Agents can't apply for a director ID on their client's behalf. **Directors must apply themselves.**

## What to do with Director ID

After applying, people will receive their director ID instantly or will be sent a paper notification of their number.

Directors need to:

- > Print or save a PDF record of their director ID.
- > Give their director ID to the person responsible for maintaining the records of any companies they are a director of. This may be the company secretary, another director or an authorised agent.

The Registrar is yet to decide what director ID information will be publicly available when the ASIC companies register is transitioned to the ABRIS. This will be subject to public consultation.

## Impact on ASIC EDGE, ECR Services and other ATO services

- Company Registration
- ASIC lodgments
- SMSF Annual Returns



## — Director ID onboarding strategy

- Communication
- Statistics
- Integration with intermediaries like NowInfinity



# — Polling

- Pulse check on how you feel about Director ID





# Updates on NowInfinity

## Director ID

### Released

- Easily store Director IDs in NowInfinity when registering a new company using our Company Registration documents and appointing directors. **Making a database for any future ABRS requirements.**
- To assist with the continued education on director ID service - on screen messages have been added to inform users of director ID requirements and links to ABRS website.

Director ID

This officeholder has and/or will apply for a director ID within the statutory required timeframe and has consented in writing to act in this role ([click here for a "consent to act" template \(if needed\)](#))

Yes ▼

Save and Complete Later

OFFICER'S INFORMATION Edit Casing

OFFICER'S NAME:  DIRECTOR ID:

OFFICER'S ADDRESS:

DATE OF BIRTH:  CITY OF BIRTH:  COUNTRY OR STATE OF BIRTH:

# Updates on NowInfinity

## Director ID

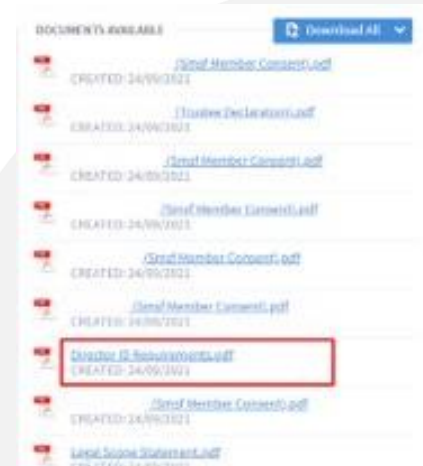
### Upcoming

- Ability to generate report to help you identify clients that require a Director ID.
- Our Company Registration document will be updated to include helpful Director ID information to assist your clients with information on their director ID obligations.
- Ability to bulk update Director IDs for officeholders.
- Flags to notify agents of officeholders who have not met their director ID obligation.

CHOOSE DATA TO EXPORT

COMPANY NAME AND ACN WILL BE PRESENT IN THE REPORT BY DEFAULT

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Company Type     | <input checked="" type="checkbox"/> Registered Address    | <input checked="" type="checkbox"/> Principal Address  |
| <input checked="" type="checkbox"/> Account Manager  | <input checked="" type="checkbox"/> Shareholders          | <input checked="" type="checkbox"/> Officers           |
| <input checked="" type="checkbox"/> Director ID      | <input checked="" type="checkbox"/> Role                  | <input checked="" type="checkbox"/> Email              |
| <input checked="" type="checkbox"/> Mobile Number    | <input checked="" type="checkbox"/> Date of registration  | <input checked="" type="checkbox"/> Annual review date |
| <input checked="" type="checkbox"/> BPay Biller Code | <input checked="" type="checkbox"/> BPay Reference Number | <input checked="" type="checkbox"/> Due Date           |



## Additional resources available



### Email

info@nowinfinity.com.au



### Website

<https://help.nowinfinity.com.au/hc/en-au>

Search:

Or contact our team via phone: 1300 851 057

## Live Q&A

- Most popular questions will be answered live by the presenters
- Team of panelists will also help answer questions via text in the Q&A and Chat functions
- Recording of this webinar will be made available

