4 Forgot Password:

To reset password please follow the below steps:

Step 1: Open any browser as per your convenience (Mozilla Firefox is preferred) and type the following URL: <u>https://www.ocr.gov.np/CRO/</u>, you will view the following page.

Welcome to OCR e-Services	
To establish a new Company, please click here New ! To get username and password for already registered company, please click here All nepali text should be in Unicode. Please click here to download 'Mangal' font.	Sign In
द्रष्ट्टव : पहितो परणमा छुटेका कम्पनीहरुका विवरणहरु अध्यायधिक भइरहेको जानकारी गराइन्छ ।	Username Password
	Pesswerd is case-sensitive.

Fig 81: Login Page

Step 2: Click on Forgot Password.

	Welcome to OCR e-Services		
To establish a new Company, please click here New ! To get username and password for already registered company, please click here All nepali text should be in Unicode. Please click here to download 'Managa' fant Reset Password Please input your Username : इस्टरन : पहिंदी घरणमा हुटेका कम्पनीहरूका विषरणहरु आध्यावीयिक अड्रट्रेको जान	× Username Password	VeriSign Secure Site	
		Password is case-sensitive. LOGIN Create Cor Forgot Password	mpany User Account

Fig 82: Forgot Password

Step 3: Type your company Username and click on search button.

अपल सरकार उद्योग मन्त्रालय कम्पनी रजिष्ट्रारको कार्यालय	
Welcome to OCR e-Services	
- To establish a new Company, please click here New ! - To get username and password for already registered company, please click here - All nepali text should be in Unicode. Please click here to download 'Manapal' fort Reset Password Please input your Username : bhupendrañja/33@yahoc Search	Sign In Username Password Password is case-sensitive. LOGIN Create Company User Account Forgot Password
	Office of Company Registrar ©Copyright 2013.

Fig 83: Sample page for username input

Step 4: After clicking on search button if your e-mail id is valid, reset button will appear as in Fig 84 and then click on reset button.

	Welcome to OCR e-Services	
তি establish a new Company, please click here New ! fo get username and password for already registered com All nepali text should be in Unicode. Please click here to d দেশৰে : মহিনা বংশমা ডুঠকা কম্পনীয়ম্কা বিবংশয়ম আনোথিক শহুংটকা আনকাৰ্যী গয়েন্দ	pany, please click here ownload 'Mangal' font. Reset Password X Please input your Username : bhupendrarijal33@yah Search Reset	Sign In Secure Site Username Password
		Password is case-sensitive. LOGIN Create Company User Account Forgot Password

Fig 84: Reset Password

Step 5: After clicking on reset button a message will be displayed as in Fig 85 and a mail containing your new password will be send to your respective e-mail id as in Fig 86.

रेपाल सरकार उप्रोग मन्त्रालय कम्पनी रजिष्ट्रारको कार्यालय	
Password Successfully updated and sent to bhupendrarijal33@yahoo.com.	
Welcome to OCR e-Services	
To establish a new Company, please click here New ! To get username and password for already registered company, please click here All nepali text should be in Unicode. Please click here to download 'Mangal' font.	Sign In Secure Site circle to verify Username
प्रश्यत्व : पहितो परणमा छुटेका कम्पनीहरका विवरणहर अर्ध्यावधिक भइरहेको जानकारी नराइन्छ ।	Password
	Password is case sensitive. LOGIN Create Company User Account Forgot Password
	Office of Company Registrar ©Copyright 2013.

Fig 85: Message verifying update of Password

e-services@ocr.gov.np	Today at 11:14 AM
Fo Me	
Dear bhupendrarijal33@yahoo.com	
This email is to inform you that your Office of the Company Registrar web	access password has been changed to c8LHToqp0N
Best Regards,	•
Office of the Company Registrar	
Ministry of Industry	
Government of Nepal	New Password
Fripureshwor, Kathmandu, Nepal	
THIS MESSAGE IS SYSTEM GENERATED - PLEASE DO NOT REPLY TO THIS	EMAIL.

Fig 86: Mail with updated New Password