

PIT FALLS TO AVOID IN COMPANY'S MEETINGS UNDER THE COMPANIES ACT 2016



6 March 2018 (Tues), 9am - 5pm
Tricor Hive, Manuka 2&3

The Companies Act 2016 has prescribed board proceedings in the Third Schedule to cater for a company with share capital that may not have a constitution, as well as new provisions that cater for private companies' written resolutions for members and statutory requirements for properly conducting members' meetings that is applicable for public and private companies.

Division 5 of Part III has devoted 9 Subdivisions to provide for company meetings relating to:-

- (a) Meetings and resolutions for members;
- (b) Written resolutions for private companies;
- (c) Passing resolution at members meetings;
- (d) Notice of meetings;
- (e) Procedure at meetings;
- (f) Proxies;
- (g) Class meetings;
- (h) Public companies annual general meetings;
- (i) Record of resolutions and minutes of meetings

Other insights to consider includes:-

- (a) In relation to board of directors' meeting whether your company's constitution can be different from that of Third Schedule;
- (b) Using technology for board meeting, where the centre and chairman should be;
- (c) In relation to members' way of passing resolution, especially written resolution how our header to be stated in document for circulating members' resolution;
- (d) How does a wholly-owned subsidiary pass, one or more than one corporate representatives member resolution by way of a meeting and written resolution method;
- (e) Since no AGM is required for a private company, can it convene a general meeting to lay the company's financial statements and reports?

This seminar will be a useful and beneficial for company secretaries, accountants and officers of companies who serve their company's board to re-vamp the documents and practices in carrying out company's meetings without breaching the statutory requirements.

Participants	Individual Fee (RM)	Group Fee (RM) (for 3 or more registration from the same company)
Public	600	540
Tricor Clients	500	450

(The fee inclusive of GST, course material, certificate of attendance, lunch and tea breaks)

Objective:

The seminar should provide a platform for new insights under the Companies Act 2016 for preparing documents in relation to board meeting, members' written resolution proposed by the board and members' written resolutions proposed by the members which has a 28 days expiry date. The necessity for a director's statements to accompany a members' written resolution.



Speaker Profile:

Dr. Cheah has more than 30 years' experience in corporate secretarial and advisory services, and has recently retired from Tricor Corporate Services as Chief Technical Officer, after having served there for more than 10 years. He is the past President of the Malaysian Institute of Chartered Secretaries and Administrators (MAICSA), and had served there as Technical Director in year 2000. He is a passionate trainer, teacher and writer in corporate law and practices, corporate governance and matters relating to law and practice of meetings. He is trained as a Chartered Secretary and holds a MBA (Henley), LLM (Staffordshire) and LLD.

Date : 6 March 2018 (Tuesday)
Time : 9.00am to 5.00pm
Venue : Tricor Hive Sdn. Bhd., Manuka 2&3
Unit 29-01, Level 29, Tower A, Vertical Business Suite, Avenue 3, Bangsar South, KL.

Participant 1	Salutation : Dato' / Datin / Dr / Mr / Mrs / Ms
Full Name (as per IC) :	_____
Designation :	_____
Email :	_____
Participant 2	Salutation : Dato' / Datin / Dr / Mr / Mrs / Ms
Full Name (as per IC) :	_____
Designation :	_____
Email :	_____
Company Name :	_____
Address :	_____
Contact Person :	_____
Telephone : _____ Fax : _____ Email : _____	
Payment Details <input type="checkbox"/> Cash <input type="checkbox"/> Cheque	
Amount Paid : RM _____	

Tricor reserves the right to cancel or make changes to the programme without any notification.

TERMS & CONDITIONS

Registration and Confirmation

Registration will be confirmed upon receipt of the completed registration form via email at events@my.tricorglobal.com.

REGISTRATION WILL CLOSE ON 2 March 2018.

Payment

Payment must be received prior to the event. Cheque should be made payable to **TRICOR HIVE SDN BHD**.

Account Holder: Tricor Hive Sdn Bhd

Bank Name & Account No.: RHB Bank Berhad 26452600001015

Swift Code: RHBBMYKL

Cancellation and Substitution Policy

If the participant is unable to attend, please notify us via email at events@my.tricorglobal.com latest by **2 March 2018**.

A substitute delegate is welcome. Full payment will be charged for cancellations or no shows.

Certificate

Participants will be presented with a Certificate of Attendance upon successful completion of the forum.

Enquiries

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