

REGULATORS' GUIDES ON SHARES AND RELATED ISSUES

COURSE OBJECTIVES

This course aims to highlight the statutory requirements on share capital and the power of directors to allot shares, grant right, transfer, amend or convert the shares. This workshop will guide participants on the various procedures of company secretary practice to meet the requirements of the Companies Act 1965. There will be an exclusive session to discuss regulators' perspective and also practical issues and case studies relating to shares.

LEARNING OUTCOME

By attending this course, participants will be able to:

- Identify provisions of the Companies Act 1965 related to shares.
- Explain the legal requirements and practical procedures on issuance, calls, forfeiture and transfer of shares.
- Disclosure requirements in shares by directors and shareholders.
- Identify common mistakes in relation to issuance of shares.

COURSE CONTENTS

- Overview of the provisions of the Companies Act 1965 on share issue, allotment, pre-emption, alteration of share capital and other related matters.
- Discuss the procedures on calls, forfeiture and transfer of shares.
- Review the requirements for dealing with variation of class rights.
- Examine the disclosure requirements of interest in share and debentures held by a substantial shareholder and directors.
- Discuss common mistakes in company secretarial practice in relation to issue of shares and redemption of preference shares.
- Discuss regulators perspective and common offences relating to shares.

Trainers

Leong Oi Wah & Lai Kor Foong (SSM).

Target participants

Company secretaries, company secretarial assistants, company directors, lawyers, accountants, corporate consultants etc.

ADMINISTRATIVE DETAILS

Date	Event Code
01 Jun 2011	CS/KL/11/081
02 Nov 2011	CS/KL/11/155
Time	9am - 5pm
Venue	Menara SSM @ Sentral, Kuala Lumpur
Fee	RM300
SSM CPE Points	8
PSMB Scheme	SBL

Fee inclusive of certificate of attendance, compact disc pre-loaded with seminar materials, refreshment and lunch.