

**PERSATUAN SETIAUSAHA SYARIKAT MALAYSIA
(Malaysian Association Of Company Secretaries)
(Approved Body under Fourth Schedule of the Companies Act, 2016)**

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Circular No. MC/06/2017/01

5th June 2017

To: All MACS Members

CERTIFICATE OF PRACTICE - 2017

This is to inform that the General Council at its meeting held on 29th March 2017 resolved that a Certificate of Practice (COP) is necessary for members who are acting as a company secretary under Sections 235, 236 and 241 of the Companies Act 2016. This practice is consistent with the practice of other professional bodies such as the MIA, MICPA and MAICSA.

A member with a COP issued by MACS would provide the required evidence by that member who seeks registration with the Registrar under Section 241 that he or she is a fit and proper person to be registered and the issuance of a Practising Certificate by the Registrar.

COP will not be issued to any member who has not fulfilled the required CPD hours; has not paid up his/her outstanding subscription fees; who is in breach of any of the Constitution, Rules of professional conducts and Regulations of the Association; has any outstanding complaint; or has been subjected to disciplinary sanctions, prior to his/her application. In addition, professional indemnity insurance coverage must be provided.

Members who have not fulfilled their required CPD hours for the 2014-2016 CPD audit cycle are reminded to top up by attending additional CPD workshops in the second half of 2017 and/or the MACS Company Secretaries Conference to be held on 19 - 20 September 2017.

The implementation of COP will take effect on 1st July 2017. Members who are acting or eligible to act as a company secretary under Sections 235, 236 and 241 of the Companies Act 2016 shall be required to make an application to that effect. The Company Commission of Malaysia (SSM) shall be informed accordingly that MACS has implemented the COP.

Please be guided that an application form for COP is available at the MACS Secretariat.

Yours sincerely

For **MALAYSIAN ASSOCIATION OF COMPANY SECRETARIES**


TEY PING CHENG
Honorary Secretary

