



FREQUENTLY ASKED QUESTIONS

EXTENSION OF TIME (EOT) FOR THE HOLDING OF THE ANNUAL GENERAL MEETING (AGM)

NO.	QUESTION	ANSWER
1.	When can a company begin to apply for an EOT to hold its AGM under this initiative?	Under this initiative, a company can apply for an EOT to hold its AGM beginning 9 April 2020.
2.	Will SSM impose any fees for the application of EOT to hold an AGM under this initiative?	The fees under this initiative is waived and there is no payment to be made for the EOT application.
3.	How is the application for EOT to hold an AGM made? Can the EOT application be made through MBRS or SSM's counter?	An EOT application for AGM can only be made by sending the application through email to eot@ssm.com.my . The contents of the email application must follow the email format provided in Appendix B.
4.	Can a private company (Sendirian Berhad) apply for an EOT under this initiative?	This application is only available for public companies as the requirement for holding an AGM under the Companies Act 2016 is made compulsory for public companies.
5.	A company with which Financial Year End (FYE) can apply for an EOT for holding its AGM under this initiative?	The EOT application can be made by companies with FYE 16 September 2019 until 30 November 2019.
6.	How long will the EOT for holding the AGM be given under this initiative?	The EOT will be for a period of 90 days.
7.	My company's FYE was on 30 June 2019 and SSM has approved the EOT application for the company's AGM prior to the commencement of the	If your company's application for an EOT to hold the AGM was approved by SSM prior to the commencement of the Movement Control Order and your

	<p>Movement Control Order. Can my company apply for an EOT under this initiative?</p>	<p>company's FYE was within 30 June 2019 to 31 August 2019, your company is eligible to make an EOT application under this initiative. Fees paid for EOT application made prior to the commencement of the Movement Control Order are not refundable.</p>
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APPENDIX B

(Please copy this email format and provide all required particulars. Do not attach any document in your email)

Extension of Time – Annual General Meeting (AGM)

Company Name:

Company Number:

Financial Year End:

Expiry/last date for Financial Statements (FS) circulation:

Expiry/last date to hold AGM:

Expiry/last date for FS lodgement:

FS circulation date after Covid-19 Initiative (90 days extension):

AGM date after Covid-19 Initiative (90 days extension):

FS lodgement date after Covid-19 Initiative (90 days extension):

Name of company secretary:

License No/ Membership No.:

SSM Practicing Certificate No: