



PERSATUAN SETIAUSAHA SYARIKAT MALAYSIA
MALAYSIAN ASSOCIATION OF COMPANY SECRETARIES
(Approved Body under Fourth Schedule of the Companies Act, 2016)

◆ **KEY PLAYER IN A COMPANY - WHO ARE THEY AND WHY THEY ARE IMPORTANT?**

◆ **ROLE OF THE COMPANY SECRETARY IN CORPORATE ESG STRATEGY**



27 APRIL 2024 | SATURDAY



9.00 AM - 5.00 PM



ZOOM WEBINAR

**8
CPD/CPE
HOURS**



seminar@macs.org.my



www.macs.org.my



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011-56594799 (Whatsapp only)

KEY PLAYER IN A COMPANY - WHO ARE THEY AND WHY THEY ARE IMPORTANT? (HALF DAY)

COURSE OBJECTIVES

- At the end of the course, participants should be able:
- > To know and understand who are the key player in a Company and how they contribute towards development of the Company.
 - > To understand the requirement by the Act, procedure and rights of each key player.
 - > To understand the responsibility and ethics in dealing with a company operations.

COURSE OUTLINES

- Define the Director, Company Secretary and Auditor and its functions in a Company.
- The role, responsibility, importance, rights and contributions towards development of a Company.
- Disqualification of each key player.
- Requirement and procedure for appointment, resignation and vacation of the office.
- Ethics of each key player in ensuring Corporate Governance of the company.

ROLE OF THE COMPANY SECRETARY IN CORPORATE ESG STRATEGY (HALF DAY)

INTRODUCTION

Environmental, Social and Governance (ESG) has gained increasing attention over the past few years, with many institutional investors investing only in those companies that provide ESG performance reporting. Bursa Malaysia's The Corporate Governance Guide (4th Edition) cited that sustainability or ESG is no longer a buzzword or a "nice to have" but a "must have". Embedding ESG risks to strategy and the overall enterprise risk management framework is now a growing corporate imperative.

According to Bursa Malaysia's Sustainability Reporting Guide, businesses that embrace the sustainability and ESG journey would naturally contribute to the wider societal goal of sustainable development. Companies are expected to balance their business and profit interests with sustainability and ESG considerations.

COURSE OBJECTIVES

The objectives of this course are to guide participants in stepping up their companies' ESG strategies, priorities, compliance and processes. This course will provide insights to the urgent need to manage ESG risks and opportunities by boards and senior management and the preparation of ESG sustainability reporting.

COURSE OUTLINES

- **What is ESG and why is it important**
 - Identifying ESG factors.
 - The impact of ESG factors on firm performance.
 - Understanding the value of integrating ESG factors into investment decisions.
 - ESG program.
- **ESG Investing: Practices, Progress and Challenges**
 - ESG risks and opportunities.
 - ESG evaluation.
 - ESG Rating and Indices.
 - ESG Reporting Framework.
 - ESG and sustainability strategy.
- **The ESG Malaysia Landscape**
 - FTSE4Good Bursa Malaysia Index.
 - i-ESG- National Industry Environmental, Social and Governance Framework.
 - Bursa Malaysia - Sustainability Reporting Guide.
 - The changing role of the board in view of ESG.
 - Climate Governance Malaysia.

PROFILE OF SPEAKER

Encik Mohamad Asraf Hamzah (FCCS)

Encik Mohamad Asraf is a practicing Company Secretary. He was appointed as a guest speaker by HRDF Consultant Company under PENJANA programme to talk on business set up in Malaysia and its requirement. Mr. Asraf has more than 12 years of experience in company secretarial, licensing and was recently appointed as MACS Vice President for Year 2023/2024.

Dr Zubaidah Zainal Abidin, FCIS, CS, CGP

Dr Zubaidah is a Chartered Governance Professional and Chartered Secretary with more than 25 years of teaching experience in corporate secretarial practice. Prior to teaching, she was employed as a company secretary for public and private limited companies spanning over a period of more than 13 years. Currently, she is a council member for both Chartered Governance Institute Malaysia Berhad and Chartered Secretaries Malaysia. In addition, she is appointed a member of the Panel of Experts by The International Governance and Sustainable Centre (IGSC) Malaysia.

Dr Zubaidah is a retired Professor from Universiti Teknologi MARA (UiTM) and she has authored few books on Company Secretarial Practice published by UiTM Press. Dr Zubaidah is a certified HRD trainer and regularly conducts training on corporate secretarial practice, board governance, boardroom dynamics, board evaluation, violations of the Companies Act 2016, ESG and now extending the governance horizon to AI governance and next-generation governance.

WHO WILL BENEFIT?

- Company secretaries, secretarial assistants, company administrators, accountants, company directors, compliance officers, governance professionals and accountants are required to keep abreast with the latest developments/legislations and changes affecting the secretarial profession/business and to maintain professional competency in areas relevant to their work.
- MACS CPD Programme is recognised by SSM for Licensed Company Secretaries in meeting their CPD hours. For members of MACS who act and practise under Sections 236 & 241 of the Companies Act, 2016, it is mandatory to secure a minimum of twenty-four (24) CPD hours per annum.

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REGISTRATION FEES:

Category	Normal Fee (RM) per person
MACS Member	320.00
Staff Member	320.00
MACS Student	120.00
Non-Member	440.00
State Representative & Committee Member	160.00
The above seminar fee is inclusive of SST 8%. (Inclusive of Certificate of Attendance)	

PROGRAMME FEE

- Fee is payable to **MALAYSIAN ASSOCIATION OF COMPANY SECRETARIES**.

PAYMENT MODE

- Payment must be made through the electronic channels i.e. online payment via the MACS member service portal and electronic fund transfer (EFT).
- Payment by cash and cheque is **NOT ACCEPTABLE** effective from 1 January 2024.

TERMS & CONDITIONS

Certificate of Attendance:

- Participant will be issued a Certificate of Attendance upon full attendance of the programme and payment is received.
- Please ensure that your name is spelled correctly in the online registration form and also in the attendance list if applicable.
- The certificates will be E-mailed to you within two (2) weeks after the seminar.

Cancellation:

There will be no refund for cancellation or non-attendance but substitute attendee will be accepted on the condition that the organiser receives prior notice 7 days before the date of seminar. Admittance will not be permitted unless payment is received.

Disclaimer:

The organiser reserves the right to make changes to the venue, date, speakers, fees, including cancellation of the seminar, if warranted by circumstances beyond the organiser's control.

Personal Data Protection Statement:

Your personal information collected in this form is processed, retained and used by MACS in accordance with the Malaysian Personal Data Protection Act 2010. Your personal information may be used for all purposes in relation to the processing of your registration for seminar organised by MACS and to meet statutory obligation but not limited to marketing and promoting other seminars that are offered from time to time.

MACS may also retain and continue to process your personal data for all intents and purposes unless you request in writing to withdraw your consent to receive any form of communication from MACS.

Closing Date: 25 April 2024

CONTACT PERSON | ENQUIRIES

MACS SECRETARIAT

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HOW TO REGISTER

- To view more seminars/webinars and download the full brochure, please visit: www.macs.org.my.
- Search MACS's Continuing Professional Development Programme (CPD) and select the event
- Click 'Register' to experience the new system by continuing with the respective steps below:

ONLINE MACS SEMINAR REGISTRATION PROCESS AT MACS MEMBERSHIP SYSTEM

(Member (Member / Fellow / Student / Associated Member / Provisional Member / etc))



ONLINE MACS SEMINAR REGISTRATION PROCESS AT MACS MEMBERSHIP SYSTEM

(Non-Member (Guest / Staff of Members))

