



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

CAPITAL REDUCTION AND OTHERS



19 APRIL 2025 | SATURDAY



9.00 AM - 5.00 PM



ZOOM WEBINAR

**8
CPD/CPE
HOURS**



seminar@macs.org.my



www.macs.org.my



03-78063755
011-56594799 (Whatsapp only)

CAPITAL REDUCTION AND OTHERS

COURSE OBJECTIVES

By the end of this course, participants will be equipped with the knowledge and skills that covers step by step practical approaches with relevant samples of resolutions and required documents so that the participants will be able to put into practice of capital reduction procedure and others as well.

COURSE OUTLINES

Capital Reduction

- Circumstances for capital reduction without having to apply for Court Order. Required contents of Solvency Statement. Capital reduction for writing off accumulated losses without having to fulfil the requirements solvency of statement.

Venturing into Business Advisory

- Conventional secretarial services for mere compliance is loosing up on revenue earned. The increase in secretarial service fee does not able to cope up with increase in living cost. Diversification into Advisory or other value added services will be required in order to continue your practice.
- Method and approach for diversification will be shared.

Procedure for Share Issue

- Power of the directors to allot shares and circumstances where mandate is required from shareholders before the directors exercise their power.
- Procedure for obtaining approval from shareholders on both members' written resolution and physical meeting of shareholders.
- The pre-emptive rights under Sec 85 to all existing shareholders and the requirement to remove the pre-emptive rights.
- Elaborate both right issue and bonus issue of share capital.

Share at No Par Value

- Practical application for shares at no par value.

Procedure for Appointment or Change of Auditor

- Detail procedures for appointment of first auditor, auditor for subsequent year, resignation and removal.

PROFILE OF SPEAKER

Mr Tan Teng Chai, B Econ, CA (M), FCPA (Australia), CFP, FCCS, FCTIM

Mr Tan Teng Chai is a regular speaker and trainer for the MIA, MACS and CPA Australia on Company Law and Practice and taxation. He is a partner in an audit firm and the principal director of a tax and management consultancy firm. He is also an approved income tax consultant under the Income Tax Act 1967.

WHO WILL BENEFIT?

- Company secretaries, secretarial assistants, company administrators, accountants and company directors 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.

CAPITAL REDUCTION AND OTHERS

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%, seminar materials (softcopy) and E-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:
17 April 2025 (Online Registration)

CONTACT PERSON | ENQUIRIES

MACS SECRETARIAT

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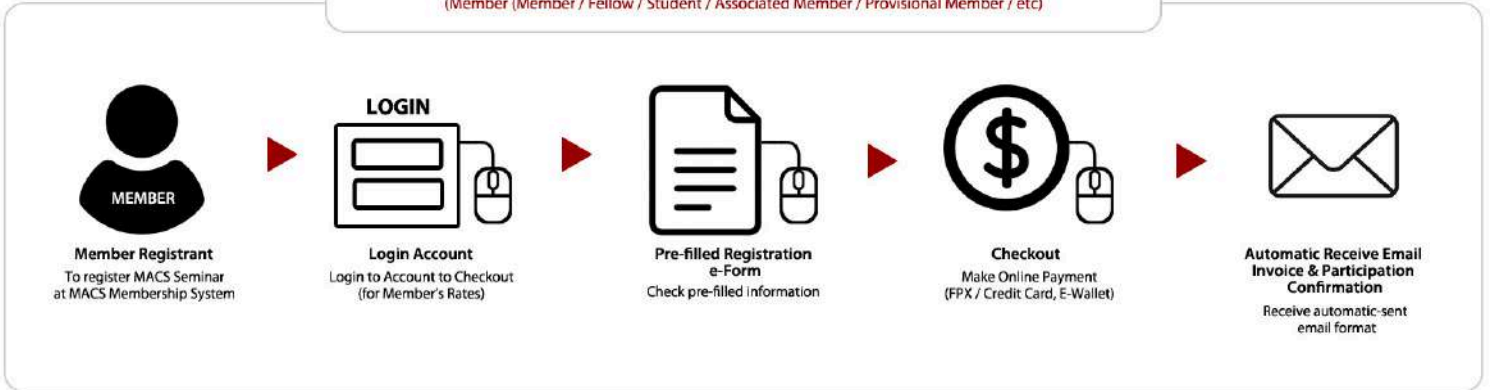
Tel: 03-7806 3755 / 03-7806 1023 Fax: 03-78063625

E-mail: seminar@macs.org.my

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 Now' 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))

