

## **Course Intoduction**

To promote greater transparency on the Conflict of Interest ("COI") of key persons in a listed issuer and strengthen accountability and transparency of the Audit Committee ("AC") in its oversight over COI situations, the Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities") were amended in May 2023.

The key amendments address issues associated with COI involving Directors and key Senior Management with the listed issuer and its subsidiaries, covering the following:

- enhance existing COI disclosures of a key person of a listed issuer in immediate announcements to Bursa Securities, the annual reports and statement accompanying notices of annual general meetings;
- require disclosure on the nature and extent of any COI or potential COI, including interest in any competing business that the key person has with the listed issuer or any of its subsidiaries;
- expand the scope of the AC's review of COI situations to include those that arose or persist (in addition to those that may arise) and the measures taken to resolve, eliminate, or mitigate the COI; and
- require the AC to disclose a summary of any COI or potential COI situation within the listed issuer or group that it has reviewed (excluding a related party transaction), and the measures taken to resolve, eliminate, or mitigate such conflicts, in its Audit Committee Report.

COI, if not properly identified, declared and reviewed can compromise governance, for example when transactions (i.e., Related Party Transactions) are entered into by the listed issuer or any of its subsidiaries, the interest of the listed issuer as a group may be compromised or even jeopardised.

In view of the amendments on COI, the Board has the task of developing systems and processes to ensure COI are identified on a timely basis, reviewed, disclosed and mitigated, as the case may be, particularly when the COI leads to contemplated Related Party Transactions.

# **Target Audience**

Company directors, listed issuers, company secretaries, CEOs, lawyers, accountants, corporate consultants and anyone who interested on the topic

## **Learning Outcomes**

The key learning outcomes from this Session are to enable participants to:

- understand what COI is, covering actual and potential COI, and their implications to a listed issuer and its Board of Directors;
- appreciate the need to formalize a Conflict of Interest Framework to enable COI situations to be identified for declaration by Directors and/or key person, including the nature and extent of that COI;
- know how COIs and RPTs should be reviewed to mitigate the risks faced by the listed issuer and/or its subsidiaries;
- be aware of pitfalls to be avoided in handling COIs and RPTs.

## **Course Outlines**

- Introduction
- Definition and examples of Conflict of Interest ("COI"), including Related Party Transactions
- Who is a key person of a listed issuer?
- COI from the perspective of:
  - o The Companies Act 2016
  - The Listing Requirements of Bursa Securities
  - The Capital Markets & Services Act 2007
  - Securities Commission Guidelines on the Conduct of Directors of Listed Corporations and their subsidiaries; and
  - o The Malaysian Code on Corporate Governance 2021
- Actual and Potential Conflict of Interest situation how to identify, declare (nature and extent), disclose, mitigate and report to shareholders via notice accompanying AGM and through the Audit Committee Report
- Case studies: Actual and Potential COI scenarios, and their implications
- Roles of the Audit Committee and the Board on COI and RPTs - developing a Conflict of Interest Framework, including template for declaration and reporting
- What can go wrong with COI and RPTs if not adequately identified and managed?
- Deployment of the Internal Auditors and External Auditors
- Key learning points and takeaways
- Questions and comments

# **About the trainer: MR LEE MIN ON**

A member of Malaysian Institute of Accountants, Malaysian Institute of Certified Public Accountants and Institute of Internal Auditors Malaysia, Mr. Lee serves as Independent Director of 5 listed companies in Malaysia. He retired from KPMG Malaysia as a Risk Consulting partner after serving the firm for 37 years. He speaks at conferences and seminars on Sustainability Governance & Reporting, Corporate Governance, Enterprise & Fraud Risk Management (including anti-bribery & corruption), Financial & Corporate Reporting, Board Effectiveness Evaluation & Internal Audit.

#### **WEBINAR FEE**

Category	Early Bird Fee  per person (RM)  (applicable for participant who register and pay before 20/11/2024)	Normal Fee per person (RM)	Group Fee per person (RM)* (For 3 or more registrations from the same organization)
MAICSA Member/ Affiliate/Graduate/Student	400	450	420
Non member	530	580	550
Retired MAICSA member	225	225	225
MAICSA Member's staff***	520	520	520

Fee includes course materials in digital form and e-certificate.

Registration with HRDCorp grant, the NORMAL FEE will apply. Discounted fee is NOT applicable.

## **MAICSA Member's Staff**

- st(i) applicable to the staff of MAICSA member (Sponsoring Staff) of the same organisation and billing
  - (ii) NOT entitle to any other discounts
- (iii) The Sponsoring staff must be MAICSA active member
- (iv) MAICSA Affiliate CANNOT sponsor his/her staff.

## **ENQUIRIES:**

Email: training@maicsa.org.my
Tel: 03-2282 9276 (ext 803)

**Attention: Ms Vicky** 

Fee is payable to MAICSA

# PAYMENT MODE: Online transfer

RHB Account No: 2-64-094-0000-4232

Swift Code: RHBBMYKL

**Note:** Bank charges for telegraphic transfer will be borne by the client.

Please email the bank-in slip/ transfer advice to <u>training@maicsa.org.my</u> or fax to 603-2283 4492, for our verification and record.

Individual Registration: Full payment shall be made AFTER you have done the online registration.

Company Registration: Full payment shall be made 7 days BEFORE the webinar.

- · Access to join the webinar shall be granted only upon full payment as per the above requirement.
- NO Letter of undertaking is accepted.

Upon successfully registration, you are deemed to have read and accepted the terms and conditions.

# **TERMS & CONDITIONS FOR WEBINARS**

# WEBINAR ACCESS LINK

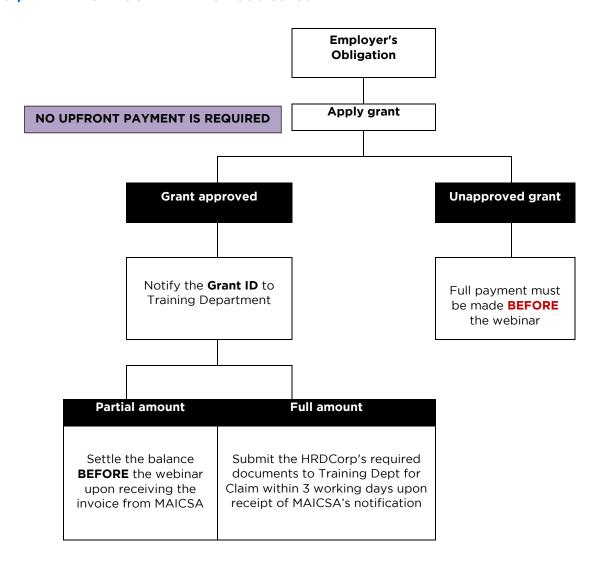
- The Access Link will be emailed at least one day before the commencement of the webinar.
- The Access Link is unique and should not be forwarded/shared with others.
- Participants may log-in at 8.45am

# HRD CORP (FOR CLAIMABLE EVENTS ONLY)

MAICSA is an approved Training Provider registered under 'The Malaysian Institute of Chartered Secretaries and Administrators' (MyCoID: 1472 (SEL).

• To make full payment to MAICSA as per the issued Invoice within 14 working days upon receipt of MAICSA's notification in the event the approved training fee is cancelled by HRDCorp due to non-compliance on the part of the participant or his/her employer or any valid reasons stipulated by HRDCorp.

SCHEME: SBL KHAS
TYPE OF TRAINING: REMOTE ONLINE TRAINING (PUBLIC)
HRDCorp TRAINING PROGRAMME NO. 10001352304



## CANCELLATION/REFUND/REPLACEMENT/TRANSFER

Should the participant decide to cancel his/her enrolment, a cancellation policy shall be applied as follows:

- For written cancellation received with minimum seven (7) days' notice from the date of the webinar, no penalties will be imposed and full refund will be made to participants who have paid.
- For written cancellation received less than seven (7) days from the date of the webinar, an administrative charge of 20% of the registration fee will be imposed. Unpaid registrations include those registrations with HRDCorp grant will also be liable for a 20% administrative charge.
- No refunds will be made for written cancellations received on the day of the webinar or for participants who failed to join the webinar. Unpaid registrations include registrations with HRDCorp grant will also be liable for full payment of the registration fee.
- Replacement of participant and transfer of webinar are not acceptable.

# **CERTIFICATE OF ATTENDANCE AND CPD HOURS**

- Participants will be issued with an e-certificate of attendance and full payment and awarded CPD hours upon strict compliance of the following terms:
  - Remain logged in at least 75% of the time allocated for the webinar.
  - Submit the feedback form within 3 days after the completion of the webinar
- Delegates may check their E-certificates from this link https://www.maicsa.org.my/resources/cpdtraining/e-certificate-of-attendancee-confirmationletter-of-attendance within 5 working days after the webinar.
- For MAICSA members, the CPD hours will be credited into the CPD Tracker System within 14 days of the webinar for participants who have complied with all terms and conditions stipulated herein.
- For MAICSA members who are also PC Holder, please contact SSM for the calculation and recognition of CPD Hours for online training held by MAICSA.
- For non MAICSA members, please contact your professional body or regulator for the calculation and recognition of CPD Hours for courses held by MAICSA.

## **COPYRIGHT**

The materials of the webinar shall not be disclosed or used in any manner, either wholly or partially against any other parties and/or used in any manner, either wholly or partially as a defence by you and/or any other parties under any circumstances. The participants are therefore prohibited from reproducing any materials of this programme. All copyright and/ or intellectual property rights in any relevant materials produced in this Programme will remain with the party who produced such materials.

MAICSA disclaims responsibility for the materials of this programme. Neither the MAICSA, its Council or any of its Boards or Committees nor its staff shall be responsible or liable for any claims, losses, damages, costs or expenses arising in any way out of or in connection with any persons relying upon the materials provided during the webinar.

#### **DATA PROTECTION**

Information given by the participants to MAICSA is true, accurate and to the best of their knowledge. The participants have read and agreed with the Privacy Notice as stated on MAICSA's official website and therefore, allow MAICSA to collect, process, store and use the participants' data other than what is provided under the Personal Data Protection Act 2010.

# **EXCLUSION OF LIABILITY**

This webinar shall not constitute an endorsement of the speaker(s) by MAICSA and MAICSA shall not be liable for whatsoever circumstances arising from any engagement between the speaker(s) and the webinar's participants.

## **DISCLAIMER**

MAICSA reserves the right to change the speaker(s), date(s), time(s) and to cancel the webinar should circumstances beyond its control arise. MAICSA shall not be responsible for any costs, damages or losses incurred by the participant due to the changes and/or cancellation. MAICSA also reserves the right to make alternative arrangements without prior notice should it be necessary to do so. Upon registering, you are deemed to have read and accepted the terms and conditions herein.