

Shares, Share Capital & Dividends

20 May 2025, Tuesday

9.00am – 1.00pm

Speaker: MR FOO POH KHEAN

FCIS, (CS) (CGP)

Virtual

Course code: CS200525W1

Closing date: 18 May 2025

**4 CPD
HOURS**

Introduction

Company secretaries are familiar with the issuance of shares, alteration of a company's share capital and distribution of dividends as these areas are almost routine work. However, what many company directors and shareholders don't realize is that these areas are regulated by the Companies Act 2016 and the procedures and processes are onerous and could incur liabilities for them. Company secretaries must be familiar with the legal provisions governing these areas to enable them to advise the Board and shareholders competently.

Course Objectives

This 4-hours webinar will seek to provide an overview of the classes of shares which may be issued, guidance on the issuing and allotment of shares; conversion of shares; alteration of share capital and reduction of capital.

Who should attend

Company directors, company secretaries, accountants, lawyers, auditors and those who involve in the advisory works.

Course Contents

This webinar will cover the following:

- Common classes of shares and issues surrounding the creation of share classes
- A step-by-step guide to issuing shares, including Directors' authority for the issue of shares and pre-emption rights in Table A vs. Section 85
- Briefly, the concept of authorised share capital under the Companies Act 1965 and the effect of its abolition
- Subdivision, consolidation, re-designation and conversion (including procedural requirements)
- Reduction of capital
- The reasons for and procedure for buybacks out of profits and out of capital
- Declaring dividends

Learning Outcome

By the end of the webinar, participants will be able to –

- Distinguish the classes of shares which may be issued
- Learn what are the rights and powers of different classes of shares
- Understand the concept of authorised capital and its abolishment
- Have a better understanding of how to issue and allot shares

About the trainer: MR FOO POH KHEAN, FCIS, LL.B (Hons), CLP (CS)(CGP)

Kenneth Foo is a regular speaker for MAICSA and was a former adjunct lecturer in University College Tunku Abdul Rahman, Kuala Lumpur. He was a former council member of MAICSA and is presently the honorary secretary of the Malaysian Corporate Counsel Association. He has his own practice specializing in corporate solutions, consultation and advice and restructuring of companies. He is also a chartered company secretary since starting his own practice in 1990 until to-date. He is also the co-author of "Companies Act 2016: New Dynamics of Company Law in Malaysia" and "Company Meetings, Minutes and Resolutions in Malaysia" published in 2017 and 2021 respectively by the Malaysian Current Law Journal.

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Category	Early Bird Fee per person (RM) (applicable for participant who register and pay before 6/05/2025)	Normal Fee per person (RM)	Group Fee per person (RM)* (For 3 or more registrations from the same organization)
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Attention: Ms Nor Falati

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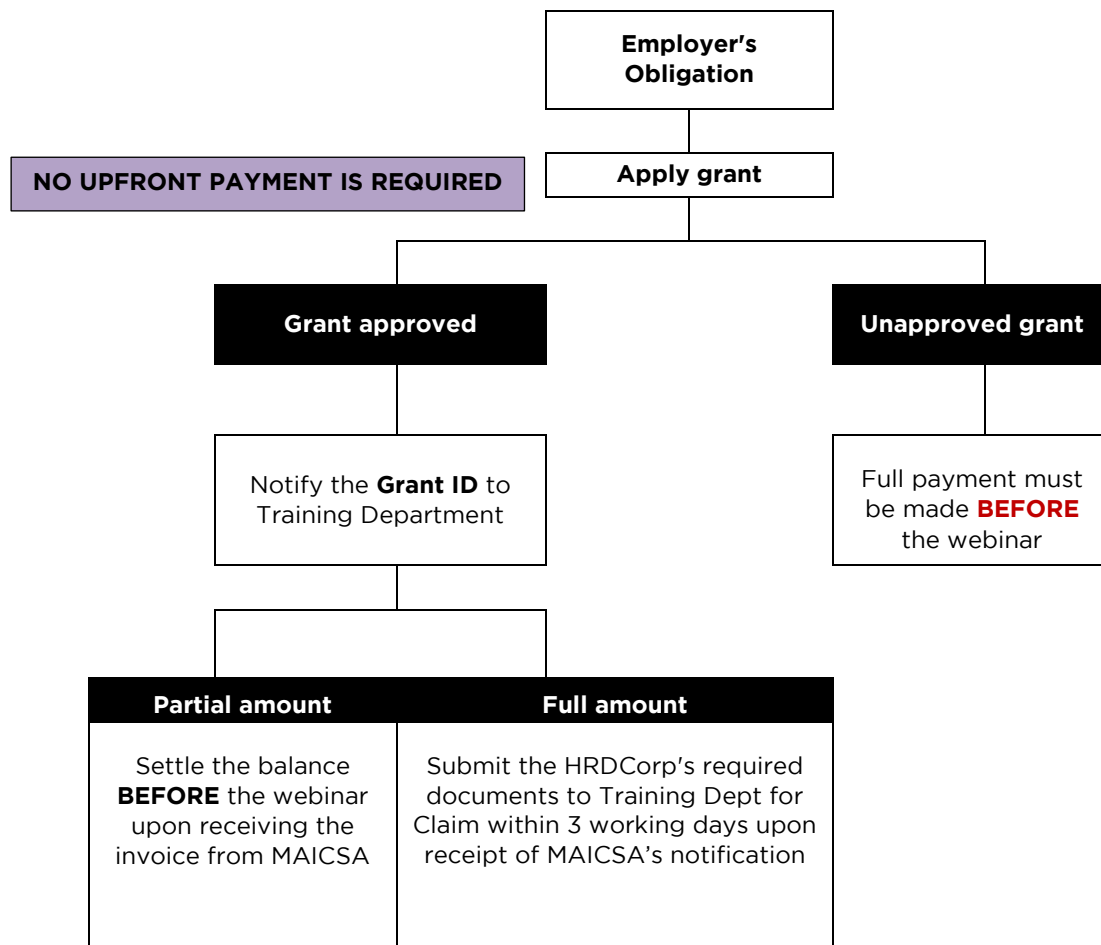
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REMOTE ONLINE TRAINING (PUBLIC)

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