

# Everything about Dividend

**20 June 2025, Friday**

9.00am - 1.00pm

Speaker: LEONG OI WAH FCIS  
(CS) (CGP)

Virtual

Course code: CS200625W1

**Closing date: 18 June 2025**



**4 CPD  
HOURS**

## Course Introduction

The payment of dividends is one of the way in which a company "share the wealth" generated from running the business. Companies may distribute the profits it makes from the capital that the shareholders have invested. They are usually a cash payment to the investors of a company but may take other forms of settlement. Dividends are commonly paid on an annual basis but at times the company may decide to distribute its profit more than once.

The payment of a dividend to shareholders will however leave the company with fewer assets with which to meet its liabilities to its creditors. For that reason, the Companies Act 2016 imposes provision on the directors to ensure that the company is solvent before making such distribution. Even if the solvency is met, there are other legal considerations which the company has to adhere to.

## Course objectives

The course is to allow the participants to understand the statutory requirements on the distribution of profits and the consequences of declaring an unlawful dividend. It will equip the participants with the necessary steps to take to ensure the solvency of the company. Participants will also have a clearer understanding on the parties who have the right to declare the dividends, the timing of payment and various methods of payment. This course will cover the declaration of dividend of private companies and public (both listed and unlisted) companies.

## Who should attend

Company Secretaries, Directors, Auditors and Accountants of both private and listed companies

## About the trainer: MS LEONG OI WAH FCIS (CS) (CGP)

Leong Oi Wah is a Fellow Member of the Malaysian Institute of Chartered Secretaries and Administrators (MAICSA) and has more than 30 years of experience in handling corporate secretarial matters in the profession and the corporate sector.

She has been involved in advising on corporate secretarial requirements including corporate restructuring and compliance with various regulatory bodies such as the Registrar of Companies, Bursa Malaysia Securities Berhad, Securities Commission and other authorities.

She is currently Director, Corporate Development of Epsilon Advisory Services Sdn Bhd which specialises in providing the full range of corporate secretarial and advisory services. She is a regular trainer of MAICSA's Continuing Professional Education programme and is a member of the Technical and Public Practice Committee of the Institute.

## Course contents

- Profits that are allowed for distribution - retained profit or current year profit?
- Right to declare the dividend - shareholders or directors?
- Drivers for dividend payment
- Dividend policy
- How a company can satisfy the solvency test
- Directors' responsibility on the solvency requirement
- Recovery of unlawful distribution of profit
- Timing of payment of dividends and compliance with Unclaimed Monies provision
- Mode of payment of dividend - cash, set-off, transfer of assets.
- Tax voucher contents for single tier dividend and tax exempt dividend
- Procedures on dividend payment

## Learning Outcome

By attending this programme, the participants will:

- Have a better understanding of what constitutes a lawful dividend payment.
- Advise directors on the type of solvency test to take.
- Understand the implication of Unclaimed Monies provisions on Company Secretary
- Differentiate between single tier dividend and tax exempt dividend.

## WEBINAR FEE

Category	Early Bird Fee per person (RM)  (applicable for participant who register and pay before 6/6/2025)	Normal Fee per person (RM)	Group Fee per person (RM)*  (For 3 or more registrations from the same organization)
MAICSA Member/ Affiliate/Graduate/Student	290	340	310
Non member	440	490	460
Retired MAICSA member	170	170	170
MAICSA Member's staff***	400	400	400

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

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

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### ENQUIRIES:

Email: [training@maicsa.org.my](mailto:training@maicsa.org.my)

Tel: **03-2282 9276 (ext 805)**

**Attention: Ms Nor Falati**

- 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 [training@maicsa.org.my](mailto:training@maicsa.org.my) 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

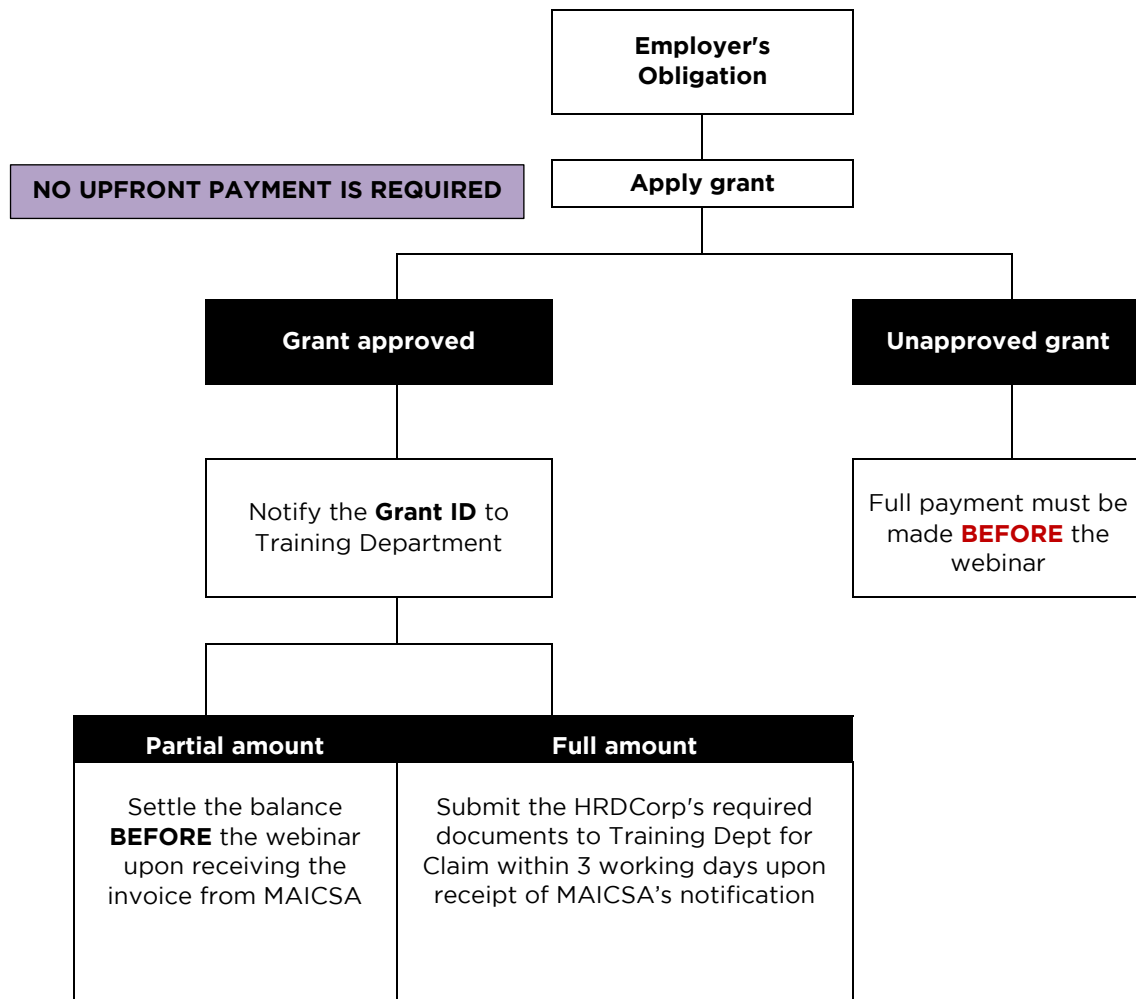
- The Access Link will be emailed at least one day before the commencement of the webinar.
- The Access Link is unique and should not be forwarded/shared with others.
- **Participants may log-in at 8.45am**

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- Replacement of participant and transfer of webinar are not acceptable.

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  - 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
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