

## **CASE STUDY SERIES** on **Issue and Allotment of Shares**

**20 September 2024, Friday**  
9.00am – 1.00pm  
Speaker: MR FOO POH KHEAN  
FCIS, (CS) (CGP)

Virtual  
Course code: CS200924W1  
**Closing date: 18 September 2024**



**4 CPD  
HOURS**

## Introduction

The 'Case Study' Model of discussion and analysis has been widely acknowledged as an effective mode of teaching by premier institutions like Harvard Business School and the Kennedy School of Business.

Cases are narratives, situations, selective data and statements that present real-life simulations and as such, put to the fore unresolved and thought-provoking issues which are likely to occur in varying magnitude and complexities, in our practical lives also. Case Studies encourage participants to engage in critical thinking and to identify the several solutions for a given set of facts.

In this 2nd series of the Case Studies Webinars, simulated and practical case scenarios will be presented and invite participants to engage in critical thinking and to identify solutions for given sets of case scenarios in corporate secretarial practice

## Course objectives

This 4-hours webinar seeks to analyse and assess the practical approach towards the issue and allotment of shares, the interaction between Section 75 (1) and Section 85, the waiver of Section 85 by shareholders, allotment of shares otherwise than cash, reporting institutions' obligations under the AMLATPUA 2001 in share allotment and bonus share issues.

## Methodology

The speaker will be using power-point presentation to post the four case studies and engage in an interactive session where attendees must participate to analyse and assess the case studies, offer solutions or suggestions to deal with the scenario.

## 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.

## Course outline

- Case study no. 1 deals with the issue and allotment of shares for cash; the role of reporting institutions under the AMLATPUA 2001 in conducting a client's due diligence or enhanced due diligence process on the receipt of cash for share capital & other assessment procedures
- Case study no. 2 deals with the interaction between Section 75 (1) and Section 85; the waiver of the pre-emption rights by shareholders; the approach of waiver through the constitution; the mandate under Section 75(1) and the consequences
- Case study no. 3 deals with the capitalisation of retained earnings in issuing bonus shares; the process of approving a bonus issue; the resolutions required at board level and what should be complied with by the board
- Case study no. 4 deals with the allotment of shares otherwise than for cash; capitalisation of a dividend distribution via an allotment of shares; capitalization of monies owed by the company to directors / shareholders; documentation to be prepared

## Learning Outcomes

- By the end of the webinar, participants will be able to -
- Have a better understanding of the responsibilities and duties involved
  - Learn how to handle practical situations
  - Minimize their liabilities or risks in their occupation / practice

## Who should attend

Company secretaries, company directors, corporate professionals, corporate administrators, business managers, administrators and professionals involved in corporate advisory work and practice.

## WEBINAR FEE

Category	Early Bird Fee per person (RM)  (applicable for participant who register and pay before 6/8/2024)	Normal Fee per person (RM)	Group Fee per person (RM)*  (For 3 or more registrations from the same organization)
MAICSA Member/ Affiliate/Graduate/Student	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.**

### MAICSA Member's Staff

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

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

**Attention: Ms 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

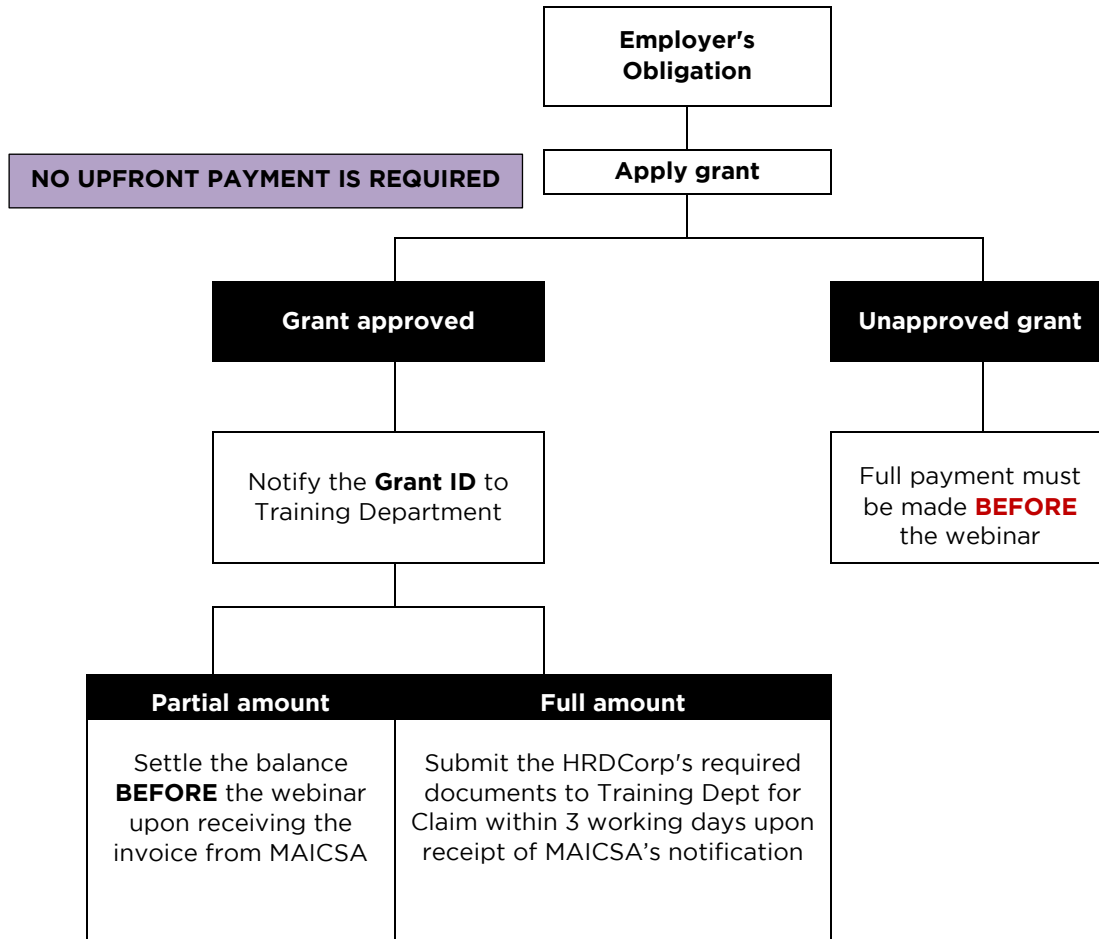
- The Access Link will be emailed at least one day before the commencement of the webinar.
- The Access Link is unique and should not be forwarded/shared with others.
- **Participants may log-in at 8.45am**

### HRD CORP (FOR CLAIMABLE EVENTS ONLY)

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

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- 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/cpd-training/e-certificate-of-attendancee-confirmation-letter-of-attendance> within 5 working days after the webinar.
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