

ACCOUNTS, ANNUAL RETURN & AUDITORS - BACK TO THE BASICS

23 January 2025, Thursday
9.00am – 1.00pm
Speaker: MR FOO POH KHEAN
FCIS, (CS) (CGP)

Virtual
Course code: CS230125W1
Closing date: 21 January 2025

**4 CPD
HOURS**

Introduction

Every company is required to lodge its annual return and financial statements. An auditor must be appointed to audit the financial statements (unless the financial statements are exempted under Practice Directive 3/2017). In the preparation of the annual return for lodging with the Registrar, the Beneficial Ownership Reporting of Companies has added a new dimension to the annual return. As far as auditors are concerned, there are various uncertainties on the appointment, resignation, vacation of office and removal of auditors.

Course objectives

This 4-hours webinar will seek to re-affirm company secretaries on the preparation of the annual return and the best practices to be adopted, the circulation of financial statements, changing of financial year end and the appointment, resignation and removal of auditors.

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

Kenneth Foo is an accredited speaker for MIA, MAICSA, CPA Australia and IACS and was a former adjunct lecturer in Tunku Abdul Rahman University of Management & Technology, 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.

Learning Outcomes

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

- Know what are the essentials of an annual return
- Be aware of the time lines for circulating financial statement, the duties of directors in keeping the accounts
- Learn how to comply with Sections 251 and 252 of the Companies Act 2016
- Have a better understanding of the responsibilities and duties involved

Course outline

- What are the essential contents of the annual return and the best practices to be adopted
- Circulation of financial statements and lodgement of non-audited financial statements, preparing the exempt private certificate
- Appointment, resignation, removal and changes to auditors and duties and powers of an auditor
- The procedures and processes in the submission of annual return, financial statements and resignation of auditors

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Category	Early Bird Fee per person (RM) (applicable for participant who register and pay before 9/1/2025)	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 Vicky

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

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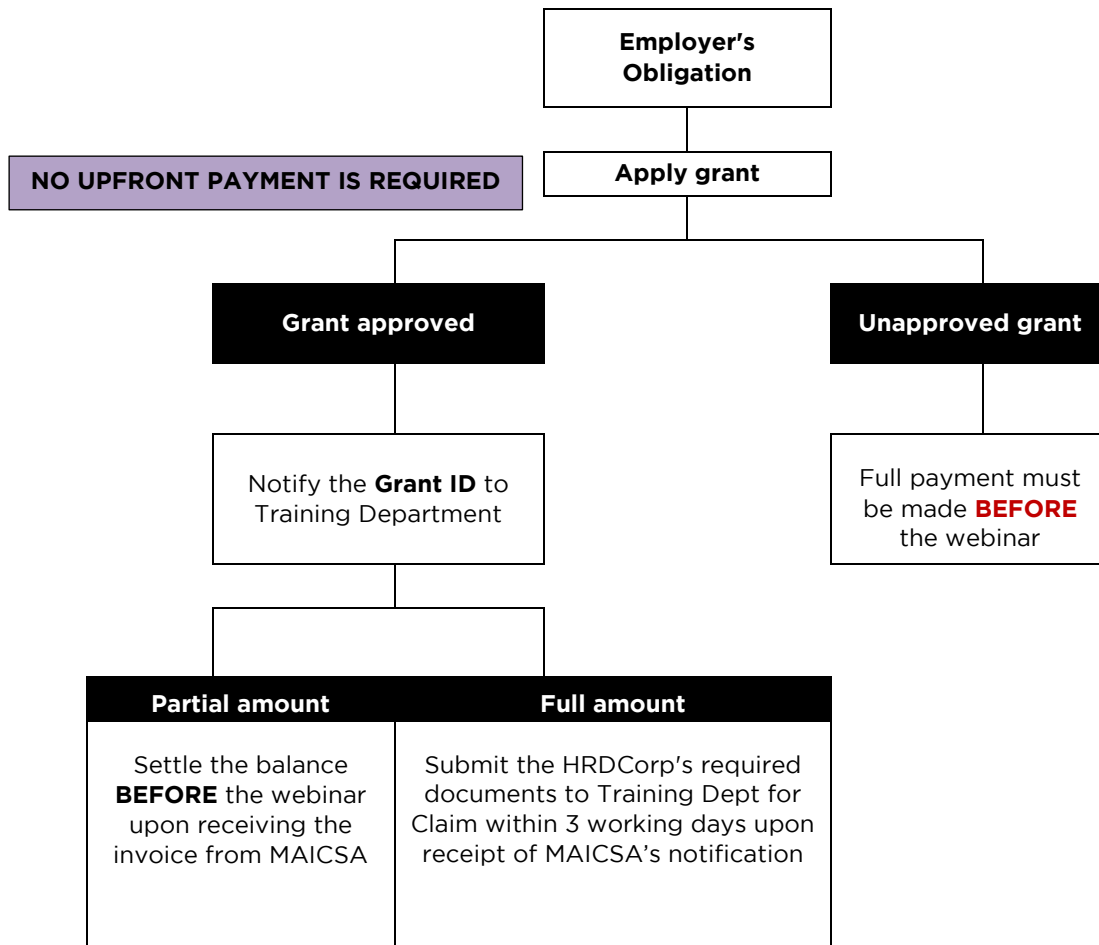
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