

ORGANISED BY :



**INSTITUTE OF APPROVED  
COMPANY SECRETARIES**  
[199601015175 (387525-X)]

### **PROGRAMME DETAILS:**

**Date : 7th June 2024, Friday**

**Venue : AC Hotel by Marriott,  
Kuantan, Pahang**

**Time : 9.00 am - 5.00 pm**

*(Registration starts at 8.30 am)*

**Early Bird Rate:**  
**IACS Member RM 330.00**  
**Non-Member RM 430.00**  
**Early Bird Registration**  
**Deadline:**  
**24th May 2024**

**8  
CPE  
POINTS**

### **ABOUT THE ORGANISER**

**INSTITUTE OF APPROVED COMPANY SECRETARIES (IACS)**, is a Professional Company Secretaries' body which was incorporated in Malaysia on 16th May 1996 as a company limited by guarantee and not having a share capital under the Companies Act. The Institute's objectives are to promote, encourage and advance the status and interest of the Company Secretaries profession in Malaysia. For more information about our training programmes, please visit [www.iacs.org.my](http://www.iacs.org.my).

# **IACS SEMINAR 2024: UPDATE ON THE BENEFICIAL OWNERSHIP REPORTING FRAMEWORK – ASSESSING SSM'S REVISED GUIDELINE, CASE STUDIES AND ILLUSTRATIONS ON BO**

### **Introduction**

Since SSM's issuance of the "Guideline for the Reporting Framework for Beneficial Ownership of Companies" on 1st March 2020 (updated on 17 December 2020), much has changed in this area. The Companies (Amendment) Act 2024 was gazetted on and implemented on 1 April 2024. SSM has also issued a revised Guideline for the Reporting Framework for Beneficial Ownership of Companies which supersedes the previous Guideline issued in 2020.

### **Objectives**

The objective of this one-day seminar is to look at how the amendments to the Act and the Guidelines affect company secretaries and what should be implemented in their practice and profession.

### **Outline of Seminar**

This seminar will be covering the following areas -

- What the key changes under the Companies (Amendment) Act 2024 are
- The revised Guidelines on BO Reporting and changes of notices to be sent to members and BO
- Case studies and analysis on the various BO structures of a company and how to identify BOs
- What is meant by "the senior management" and how to record this in the register of BO

- Preparing for the submission of BO information in e-BOS and the Annual Return through MBRS

### **Methodology**

The speaker will be using power-point presentation which is supplemented by case studies and specific references to the Act to ensure company secretaries, secretarial assistants and other management executives to adopt the best practices and ensure compliance.

### **Learning Outcome**

By the end of the seminar, participants will be able -

- To navigate the e-BOS platform to submit BO information and rectification of the BO submission
- To identify the BO in companies and who the senior management should be if the company is unable to identify a BO amongst members of the company
- To know the requirements of the BO Reporting Framework and relate it to their role as a reporting institution under AMLA
- To advise the Board of Directors and shareholders of their obligations under the BO Guideline
- To differentiate the different types of BO, identification of direct and indirect interest in shares of the company and other issues affecting BO

### **SPEAKER'S PROFILE:**

**Kenneth Foo Poh Khean**

**FCIS, LL.B (Hons), CLP, CGP**

Kenneth Foo is a regular speaker for IACS. He was a former lecturer in Tunku Abdul Rahman University of Management & Technology. He was also 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 the co-author of "Companies Act 2016: New Dynamics of Company Law in Malaysia" and "Company Meetings Minutes & Resolutions in Malaysia" published in 2017 and 2021 respectively by the Malaysian Current Law Journal.

### ADMINISTRATIVE DETAILS:

Seminar Fees (per participant):

	<b>Normal Rate:</b>	<b>Early Bird Rate:</b>
IACS members	RM 350.00	<b>RM 330.00</b>
Staff from Members Firm	RM 350.00	<b>RM 330.00</b>
<i>(Kindly provide a letter to certify that the individual is your employee)</i>		
Non-members	RM 450.00	<b>RM 430.00</b>

\* To enjoy the early bird rate, kindly register and make payment latest by **24th May 2024**

\* **IACS Training Discount Voucher and HRD Corp claims are not applicable for the early bird rate**

\* *Participants who register after the closing date will receive their certificate of attendance after the seminar by post*

\* **All registrations must be accompanied by full payment.**

Fees include seminar materials, tea breaks, lunch and Certificate of Attendance. The Continuing Professional Education (CPE) points awarded are recognized by the Suruhanjaya Syarikat Malaysia (SSM) under the 60% CPE points category.

**Cancellation :** No refund is entertained if participant decides to cancel their registration but a substitute is welcomed. Written notification of substitute's name must be received by IACS at least three (3) working days prior to the programme. Any difference in fee will be charged accordingly

**HRD Corp :** No refund is entertained if participant has made payment and apply HRD Corp grant at the same time. In the event that a participant who is claiming HRD Corp decides to cancel their registration three (3) working days prior to the programme, the participant needs to make full payment for the seminar.

**Disclaimer :** The organiser reserves the right to change the speaker, date or to cancel the programme should unavoidable circumstances arise.

### REGISTRATION & ENQUIRIES:

**INSTITUTE OF APPROVED COMPANY SECRETARIES [199601015175 (387525-X)]**

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Contact person: Ms. Rajeah / Ms. Yasmin



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Participants who wish to apply for the HRD Corp grant do not need to make payment to us. Participants just need to apply for the training grant from HRD Corp and submit the Grant ID to us. We will claim directly with HRD Corp after the training. Participants are advised not to request for upfront payment during the grant application process.

### **REGISTRATION FORM**

7th June 2024 (Friday), AC Hotel by Marriott, Kuantan, Pahang  
Please register before **4th June 2024 (Tuesday)**, by courier / mail /email for the seminar  
**(Limited seats available, registration will be on first come, first served basis)**

Name in block letters (as per NRIC): .....

IACS No:.....  Staff from Member's Firm  Non-members I/C No:.....

Vegetarian:  Yes  No Designation:.....

Organisation:.....

Address:.....

E-mail: .....

Tel:..... H/P:..... Fax:.....

Cash / Cheque No.: ..... Bank: ..... for RM ..... enclosed and crossed payable to 'INSTITUTE OF APPROVED COMPANY SECRETARIES'. Payment can also be deposited directly or transferred online to our **Malayan Banking Account No. 514075431102** with a copy of the transaction slip faxed or emailed to us. (Please fill in your name and membership no. under the Trans Description and Reference No. columns of the bank-in slip respectively.)

**\* Kindly contact us by phone at 03-40513787 to verify that we have received your registration and payment.**

#### Personal Data Protection Notice

In compliance with the Malaysian Personal Data Protection Act 2010, the Institute of Approved Company Secretaries (IACS) hereby inform you that your personal data collected in this form will be processed, retained and used by IACS in relation to this seminar.

However, your personal data may also be retained and used by IACS to market and promote other seminars organised by IACS or jointly with other relevant bodies or sponsored / supported by IACS.

I ..... \*hereby give my consent/\*do not consent to IACS to use my personal data for the marketing and promotion of all future seminars.