



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

### **PROGRAMME DETAILS:**

**Date : 27th May 2025, Tuesday**

**Venue : Zoom Webinar**

**Time : 9.00 am - 1.00 pm**



**zoom**

**4 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 WEBINAR 2025: WINDING UP & STRIKING OFF – A PRACTICAL APPROACH THROUGH EXAMPLES**

### **Introduction**

Although a company may be having the capacity of a natural person and is a legal entity, a limited liability company has perpetual succession and its 'life' cannot be terminated without complying with the legal provisions of the Companies Act 2016. The processes of "closing" a company requires close compliance with the various requirements of the Act to avoid an incomplete closure.

### **Objectives of Webinar**

This 4-hours webinar will seek to set out the requirements for winding up a company voluntarily and the alternative to winding up which is striking off.

### **Course Contents**

- Voluntary winding up by members – the solvency statement, the passing of the special resolution to wind up and the various time lines to comply with
- Voluntary winding up by creditors – what is the role of the company secretary and the processes involved in a creditors' voluntary winding up

- Application for striking off a company and an evaluation of the SSM Guidelines on striking off
- Dealing with the documents, books and records after the conclusion

### **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 and other management executives carry out their duties and responsibilities within the confines of the law.

### **Learning Outcome**

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

- Assist and offer their services to wind up a company voluntarily by its members
- Be aware of the provisions applicable to a creditors' voluntary winding up
- Learn how to apply for the striking off of a company and the requirements
- Have a better understanding of the responsibilities and duties involved

### **SPEAKER:**

**Kenneth Foo**

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

Kenneth Foo is a regular speaker for IACS. He was a former adjunct lecturer in Tunku Abdul Rahman University of Management & Technology, Kuala Lumpur as well as a former council member of MAICSA. 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.

### ADMINISTRATIVE DETAILS:

Seminar Fees (per participant):

IACS members RM 160.00  
Non-members RM 190.00

**\*All registrations must be accompanied by full payment to secure your seat.**

The Continuing Professional Education (CPE) points awarded are recognized by the Suruhanjaya Syarikat Malaysia (SSM) under the 60% CPE points category. E-Certificate of Attendance will be issued to participants upon attending the entire duration of the webinar and receipt of full payment, by email.

**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.

**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**

#### **WINDING UP & STRIKING OFF – A PRACTICAL APPROACH THROUGH EXAMPLES**

Please register before **23rd May 2025 (Friday)** by email for the webinar  
**(Limited seats available, registration will be on first come, first served basis)**

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

IACS No:.....  Non-members 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.)

**\* Online registration is highly recommended, kindly scan QR and register via google form.**

**\* 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.*