

ORGANISED BY :



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

PROGRAMME DETAILS:

Date : 16th April 2026, Thursday

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.

IACS WEBINAR 2026 : AI AND DATA GOVERNANCE : A STRATEGIC RESPONSIBILITY FOR COMPANY SECRETARIES IN THE DIGITAL ERA

Introduction

In today's digital economy, artificial intelligence (AI) and data have become powerful drivers of business transformation. As organisations adopt AI tools and leverage vast datasets to enhance decision-making, operational efficiency, and customer engagement, the need for robust governance frameworks has never been more critical. Poorly governed AI and data practices can expose companies to ethical missteps, reputational damage, regulatory breaches, and stakeholder distrust.

This course is designed to equip Company Secretaries and governance professionals with a strategic understanding of AI and data governance—two interlinked pillars that shape responsible innovation and corporate accountability. The course explores how governance professionals can play a pivotal role in advising the board, establishing ethical safeguards, and ensuring compliance in an evolving regulatory landscape.

Through practical insights, legal frameworks, and real-world case studies, participants will gain clarity on their oversight responsibilities and learn how to foster a culture of transparency, data

stewardship, and ethical AI deployment.

As stewards of governance, Company Secretaries must now rise to the challenge of guiding their organisations safely through the opportunities and complexities of the digital era.

Course Objectives

By the end of this 4-hour programme, participants will be able to:

1. Understand the strategic importance of AI and data governance in corporate decision-making.
2. Explain the role of the Company Secretary in advising boards on ethical, compliant, and transparent AI and data practices.
3. Interpret key legal, regulatory, and ethical frameworks for both AI and data governance.
4. Identify and manage risks associated with AI systems and data assets, including bias, security, privacy, and compliance.
5. Promote organisational readiness for responsible AI and data usage, fostering a culture of innovation, transparency, and accountability.

SPEAKER: Professor Dr Zubaidah Zainal Abidin (FCIS) (CS) (CGP)

Step into the world of Professor Dr Zubaidah - a trailblazer who wears many hats. As a certified HRD Trainer, Council Member of Chartered Governance Institute of Malaysia Berhad, and Chartered Secretaries Malaysia, her credentials radiate excellence. With a fellowship in MAICSA and a role as an Associate Speaker for the MAICSA Training Programme, her expertise is sought after. Professor Zubaidah's mastery covers a spectrum of topics, from company secretarial practice to corporate governance audit, and boardroom dynamics to ESG reporting. Her illustrious career spans various educational institutions and esteemed positions, including Deputy Vice-Chancellor and Dean roles. With a Doctorate from Curtin University of Technology, she authored books, articles, and papers that define thought leadership. As a multi-faceted leader, Professor Zubaidah has cemented her legacy through affiliations with reputable committees and editorial boards, all while championing research grants and contributing to real-world policy improvement.

Course Outlines

Module 1: Introduction to AI and Data Governance

- Defining AI and Data Governance: Key concepts, interdependence, and corporate relevance.
- Strategic Implications: How AI and data drive business value—and introduce risk.
- Regulatory Landscape: Overview of laws (e.g., PDPA, GDPR) and AI governance frameworks.

Module 2: The Company Secretary's Role in AI and Data Oversight

- Governance Stewardship: The governance professional's role in safeguarding ethical use of data and AI.
- Advising the Board: Strategic advice on AI/data initiatives, data ethics, and governance reporting.
- Transparency and Accountability: Enhancing disclosure practices and responsible data handling.

Module 3: Legal, Ethical, and Compliance Frameworks

- AI and Data Regulations: Understanding AI standards, personal data protection, and fiduciary obligations.
- Ethical Use of Data and AI: Principles of fairness, transparency, data minimisation, and avoiding harm.
- Case Study: Real-world breaches involving misuse of AI or data—lessons learned.

Module 4: Risk Management in AI and Data Governance

- Risk Types: Cybersecurity, algorithmic bias, data privacy, regulatory compliance, and reputational risks.
- Internal Controls: Policies, data access management, and AI audit trails.
- Monitoring and Review: Ensuring ongoing oversight of AI tools and data processing.

Module 5: Building a Robust Data Governance Framework

- Core Elements: Data ownership, quality, lifecycle management, and classification.
- Governance Models: Centralised vs federated approaches; data stewardship roles.
- Alignment with AI Governance: Ensuring integrated and synergistic governance of data and AI.

Module 6: Future-Proofing AI and Data Governance

- Trends and Emerging Issues: Generative AI, big data, real-time decision systems.
- Upskilling: Essential competencies in data literacy, ethics, and AI impact evaluation.
- Organisational Readiness: Fostering cross-functional collaboration and innovation governance.

Who should attend :

This course is designed for :

- **Chartered Secretaries and Company Secretaries**
Seeking to expand their role in digital governance, risk oversight, and board advisory related to AI and data initiatives.
- **Governance and Compliance Officers**
Responsible for ensuring ethical standards, regulatory compliance, and governance policies for technology adoption.
- **Board Members and Senior Management**
Involved in strategic decision-making on AI integration, digital transformation, and data-driven business models.
- **Risk Management and Internal Audit Professionals**
Tasked with assessing and mitigating technology-related risks, including AI bias, data breaches, and regulatory exposure.
- **Legal and Regulatory Affairs Personnel**
Advising on evolving legal obligations in AI, data protection, and digital ethics.
- **Digital Transformation and Innovation Leaders**
Leading or overseeing AI and data initiatives with implications for corporate accountability and governance practices.

ADMINISTRATIVE DETAILS:

Seminar Fees (per participant):

IACS members	RM 170.00
Retired / Student members	RM 150.00
Non-members	RM 200.00

***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)]

Main Office:

Suite C-19, 1st Floor, Plaza Pekeliling,
No. 2, Jalan Tun Razak,
50400 Kuala Lumpur.

Tel : 03-40513787/ 03-40510033

Fax : 03-40511133

H/P : 016-2029305

Email: iacscpdtraining@gmail.com

Website: www.iacs.org.my

Contact person: Ms. Nazrifa / Ms. Saffa



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

AI AND DATA GOVERNANCE : A STRATEGIC RESPONSIBILITY FOR COMPANY SECRETARIES IN THE DIGITAL ERA

Please register before **13th April 2026 (Monday)** by email for the webinar
(Limited seats available, registration will be on first come, first served basis)

Name in block letters (as per NRIC):

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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.)

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THE APPROVED COMPANY SECRETARIES DIGEST: SERIES 2

The Company Secretary: Duties, Responsibilities and Work Scope



Authored by two IACS members, this book depicts and discusses the duties, responsibilities and work scope of the company secretary as required under the Companies Act, 2016, the various regulations and codes, beneficial ownership framework and other compliance requirements. In the book, authors have included the latest amendments to the Companies Act, 2016, AML/CFT/CPF and TFS for DNFBPs and NBFIs Policy Document (effective 6th February 2024) where the company secretary is to be involved in assisting the board of directors to meet the compliance requirements in anti-money laundering.

Published by: Institute of Approved Company Secretaries (IACS)

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The Approved Company Secretaries Digest: Series 2 The Company Secretary: Duties, Responsibilities and Work Scope	15.00	15.00	25.00	30.00		

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