



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

### **PROGRAMME DETAILS:**

**Date : 7th October 2026, Wednesday**

**Venue : Zoom Webinar**

**Time : 9.00 am - 1.00 pm**



**4 CPE  
POINTS**

# **IACS WEBINAR 2026: FREQUENT OFFENCES COMMITTED BY DIRECTORS/SECRETARIES UNDER THE COMPANIES ACT 2016**

## **Introduction**

The directors of a company are ultimately responsible for all the penalties that are imposed by the relevant regulators due to their non-compliance of the Companies Act 2016, Bursa Malaysia Listing Requirements, etc. Most of the time, it is because directors are not aware/lack of knowledge of the severity of their non-compliance with the relevant regulators. Under the Companies Act 2016, the directors/secretaries cannot afford to be nonchalant. It is of utmost importance for directors/secretaries to realize the seriousness of the offences under the Companies Act 2016.

## **Course Outline**

- Companies Act 2016 - Identifying Offences
- Offences by directors/secretaries under the Companies Act 2016
- Directors/company secretaries - Challenges and preventions
- Compliance issues - diving into it!
- Detecting and avoiding fraud
- Tackling corporate offences
- Case studies

## **SPEAKER:**

**Liew Lee Kee, Jessica**

*Liew Lee Kee, Jessica*, MBA, has had more than 30 years experience in the corporate secretarial and consultancy services industry. She is currently the Managing Director of Erdington Corporate Asia Sdn. Bhd.

Jessica has a great deal of experience in advising and servicing multinational corporations and locally incorporated companies. She also has vast experience in servicing foreign companies wishing to set up businesses in various industries in Malaysia such as Representative/Regional offices, Branch Offices and liaison with the relevant government authorities such as MIDA, Immigration, Registry of Trade mark, etc. She is also the co-author of MAICSA Quick Guide on the Companies Act 2016.

Jessica is a Distinguished Toastmaster (DTM), the highest recognition awarded by Toastmasters International which is the premier public speaking organization in the world. She is also a Certified Professional Trainer, UK, PSMB Approved Trainer and Certified Trainer of the Ministry of Tourism.

## **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).

### **ADMINISTRATIVE DETAILS:**

Seminar Fees (per participant):

|                           |           |
|---------------------------|-----------|
| IACS members              | RM 180.00 |
| Retired / Student members | RM 150.00 |
| Non-members               | RM 210.00 |

**\*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.

**\*Kindly take note of the revised application conditions (HRD-Corp) :**

**Starting on 15th June 2026**

- 1) Grant must be approved 14 days before the training starts.**
- 2) Only 1 query allowed per application.**
- 3) No modification of approved grant, a new application must be submitted, and the previous grant must be cancelled.**
- 4) Appeals will no longer be allowed, make sure all documents are complete and accurate before submission.**

**\*For further details, please visit HRD-Corp website or please contact HRD-Corp support centre.**

**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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Email: [iacscpdtraining@gmail.com](mailto:iacscpdtraining@gmail.com)

Website: [www.iacs.org.my](http://www.iacs.org.my)

Contact person: Ms. Saffa / Ms. Nazriffa



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**

#### **FREQUENT OFFENCES COMMITTED BY DIRECTORS/SECRETARIES UNDER THE COMPANIES ACT 2016, 7th October 2026**

Please register before **2nd October 2026 (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): .....

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**\* 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.**



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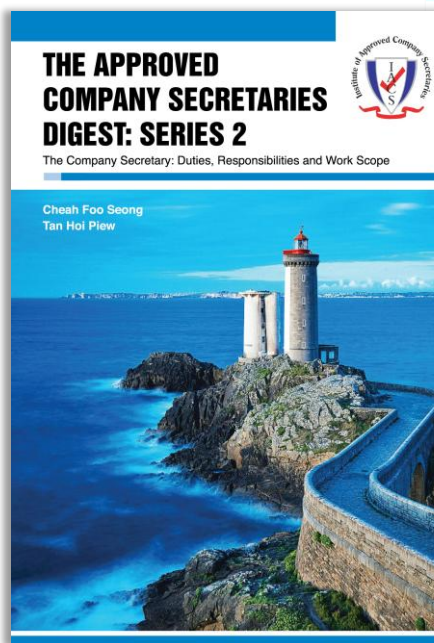
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# THE APPROVED COMPANY SECRETARIES DIGEST: SERIES 2

## The Company Secretary: Duties, Responsibilities and Work Scope



Institute of Approved Company Secretaries (IACS) was incorporated in Malaysia on 16 May 1996 as a company limited by guarantee and not having a share capital under the Companies Act.

Through the dedicated efforts of the IACS Publication Board, the Institute has published this second series of the IACS Digest Series entitled 'The Company Secretary: Duties, Responsibilities and Work Scope'. The objective of the IACS Digest Series is to provide IACS members with information on company law and practice and corporate governance and related areas through materials and publications designed in handy and readers digest format for easy reference and guidance in their secretarial work.

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, the 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.

Written in clear and simple language, it is hoped this book will provide the readers with an insightful knowledge of what the company secretaries are required to perform in the 21<sup>st</sup> century.



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IACS website: www.iacs.org.my

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**Published by: Institute of Approved  
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