



Good Governance Guide: No. 1.1.4

Category: Meetings

Subject: Location and Timing of Annual General Meetings

Source: Chartered Secretaries Malaysia

When deciding on the location, date and time for holding an Annual General Meeting, due consideration should be given to the general convenience of shareholders.

- **Location**

- Section 145A of the Companies Act, 1965 provides that general meetings shall be held in the State where its registered office is situated.
- Meetings should not be held at locations which are generally difficult to be accessed by shareholders.
- Venues selected for the holding of Annual General Meetings should be accessible to all including handicapped or disabled shareholders.

- **Date and Time**

- The Annual General Meeting should not clash with other major events that may result in shareholders being unable to attend the meeting.
-
-