

WEBINAR SERIES: Everything about Dividend

15 December 2023, Friday

9.00am – 1.00pm

Speaker: LEONG OI WAH FCIS
(CS) (CGP)

Virtual

Course code: CS151223W1

Closing date: 13 December 2023



**4 CPD
HOURS**

Course Introduction

The payment of dividends is one of the way in which a company "share the wealth" generated from running the business. Companies may distribute the profits it makes from the capital that the shareholders have invested. They are usually a cash payment to the investors of a company but may take other forms of settlement. Dividends are commonly paid on an annual basis but at times the company may decide to distribute its profit more than once.

The payment of a dividend to shareholders will however leave the company with fewer assets with which to meet its liabilities to its creditors. For that reason, the Companies Act 2016 imposes provision on the directors to ensure that the company is solvent before making such distribution. Even if the solvency is met, there are other legal considerations which the company has to adhere to.

Course objectives

The course is to allow the participants to understand the statutory requirements on the distribution of profits and the consequences of declaring an unlawful dividend. It will equip the participants with the necessary steps to take to ensure the solvency of the company. Participants will also have a clearer understanding on the parties who have the right to declare the dividends, the timing of payment and various methods of payment. This course will cover the declaration of dividend of private companies and public (both listed and unlisted) companies.

Who should attend

Company Secretaries, Directors, Auditors and Accountants of both private and listed companies

About the trainer: **MS LEONG OI WAH FCIS (CS) (CGP)**

Leong Oi Wah is a Fellow Member of the Malaysian Institute of Chartered Secretaries and Administrators (MAICSA) and has more than 30 years of experience in handling corporate secretarial matters in the profession and the corporate sector.

She has been involved in advising on corporate secretarial requirements including corporate restructuring and compliance with various regulatory bodies such as the Registrar of Companies, Bursa Malaysia Securities Berhad, Securities Commission and other authorities.

She is currently Director, Corporate Development of Epsilon Advisory Services Sdn Bhd which specialises in providing the full range of corporate secretarial and advisory services. She is a regular trainer of MAICSA's Continuing Professional Education programme and is a member of the Technical and Public Practice Committee of the Institute.

Course contents

- Profits that are allowed for distribution – retained profit or current year profit?
- Right to declare the dividend – shareholders or directors?
- Drivers for dividend payment
- Dividend policy
- How a company can satisfy the solvency test
- Directors' responsibility on the solvency requirement
- Recovery of unlawful distribution of profit
- Timing of payment of dividends and compliance with Unclaimed Monies provision
- Mode of payment of dividend – cash, set-off, transfer of assets.
- Tax voucher contents for single tier dividend and tax exempt dividend
- Procedures on dividend payment

Learning Outcome

By attending this programme, the participants will:

- Have a better understanding of what constitutes a lawful dividend payment.
- Advise directors on the type of solvency test to take.
- Understand the implication of Unclaimed Monies provisions on Company Secretary
- Differentiate between single tier dividend and tax exempt dividend.

Webinar Fee (inclusive of 6% Service Tax)

• Fee is payable to **MAICSA**

Mode of payment:

Online transfer

RHB Account No: 2-64-094-0000-4232

Swift Code: RHBBMYKL

Note: Bank charges for telegraphic transfer will be borne by the client.

Please email the bank-in slip/ transfer advice to training@maicsa.org.my or fax to 603-2283 4492, for our verification and record.

NO Letter of undertaking is accepted.

REGISTRATION

Click [HERE](#) for online registration.

We accept only online registration form. Please ensure that you provide a valid personal email address.

Normal Registration:

- Fee must be made together with the registration.
- For normal and group fee registration, payment must reach MAICSA **before 13 December 2023**
- Registration without payment is not considered as confirmed.

Registration with HRDCorp Grant

- Normal fee will apply.
- The HRDCorp Approved Grant must reach MAICSA **before 13 December 2023**

Category	Normal Fee (RM) per person	Group Fee* (RM) per person (For 3 or more registrations from the same organization)
MAICSA Member/Affiliate Graduate/Student	270	240
Non Member	400	370
Retired MAICSA member	135	135

Note: Fee includes e-course materials (in digital form) and e-certificate.
* Registration under the HRDCorp grant will be subject to the NORMAL FEE ONLY. Discounted fee is NOT applicable.

ENQUIRIES:

Email: training@maicsa.org.my

Tel: 03-2282 9276

Attention: Ms Vicky (ext 803)

Upon successfully registration, you are deemed to have read and accepted the terms and conditions.

TERMS & CONDITIONS

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REGISTRATION AND WEBINAR ACCESS LINK

A participant is successfully enrolled for the webinar once payment has been made. The access link to join the webinar will be emailed at least ONE (1) day before the webinar and the link is unique and should not be forwarded/shared with others.

Participants may log-in at 8.45am.

CANCELLATION/REFUND/REPLACEMENT/TRANSFER

Participant who decides to cancel his/her registration, a cancellation policy shall be applied as follows:

- a. Written cancellation received less than seven (7) days from the date of the event:
- i) Paid Registration - A refund (less administrative charge of 20%) will be made.
 - ii) Unpaid registration will also be liable for 20% administrative charges.

- b. Written cancellation/no show on the day of the webinar:
- Paid Registration - No refund will be entertained.

****Replacement of participant and transfer of webinar are not acceptable.**

VERIFICATION OF ATTENDANCE

•Participant attendance will be verified based on the attendance report produced by Zoom Webinar.

CERTIFICATE OF ATTENDANCE AND CPD HOURS

- E-Certificate of Attendance will be issued to participants upon attending the entire duration of the webinar AND receipt of full payment. Participant must fulfill at least 75% of attendance of the webinar to eligible for the e-certificate and HRDF claim under SBL-Khas Scheme.
- Delegates may check their E-certificates from this link <http://www.maicsa.org.my/resources/cpd-training/e-certificate-of-attendance>, within 5 working days after the webinar.
- For MAICSA members, the CPD hours will be credited into the CPD Tracker System.
- For MAICSA members who are also PC Holder, please contact SSM for the calculation and recognition of CPD Hours for online training held by MAICSA.
- For non MAICSA members, please contact your professional body or regulator for the calculation and recognition of CPD Hours for courses held by MAICSA.

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