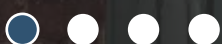


# TRANSACTION WITH RELATED PARTY FOR PLCs

## COURSE INTRODUCTION

A related-party transaction (RPT) refers to any transaction (with or without financial or monetary interest) of a company with a related party. The definition of related party in the Companies Act 2016 ("Act") differs slightly from the definition in the accounting standards, the Transfer Pricing Guidelines of Inland Revenue Board and the Listing Requirements of Bursa Malaysia Securities Berhad ("Bursa Securities"). RPT may seem like a damaging thing to the company, hence the need for additional provisions by various regulators. RPT may be mutually beneficial to both the company and the related party if the terms of the transaction are at arms' length. The regulators in safeguarding the interest of the company have therefore included precautionary steps like the need for disclosures and shareholders' approval for material transactions.



# TRANSACTION WITH RELATED PARTY FOR PLCs

## COURSE OBJECTIVES

This course is designed to provide participants with an understanding of the different type of transactions and identity of related parties which are covered as RPT in the Act, accounting standards, Transfer Pricing Guidelines and Listing Requirements. The procedures for disclosure of interest of related parties will be explained and guidance on steps to take to seek the necessary approval will be given. Illustrations will be provided to assist the participants to compute the indicators of materiality (including the percentage ratios) in the Listing Requirements and how the aggregation rule applies. Participants will be taught to identify related party transaction scenarios and avoid common mistakes in such transactions through case studies.

## COURSE CONTENTS

- Identity of related parties.
- Definition of “interest” involving related parties.
- Coverage of related party transaction.
- Obligations of company and directors in relation to transactions with related party.
- Computation of relevant Percentage Ratios under the Act and Listing Requirements.
- Aggregation rules in computation of percentage ratios.
- Monitoring and reporting of RPT in Listing Requirements.

## LEARNING OUTCOMES

By attending this course, participants will be able to:

- Have an understanding of the provisions and requirements on disclosure of related party transactions.
- Be better equipped to identify related party transactions and meet the obligations set out in the Act, Transfer Pricing Guidelines and Listing Requirements.
- Be able to develop the procedures for identifying related parties, set out procedures for monitoring and tracking the related party transactions.

## WHO SHOULD ATTEND

PLC Company secretaries, company secretarial assistants, company directors, lawyers, accountants, corporate consultants and all who are involved in advising and dealing with related party transactions.



## ABOUT THE TRAINER

**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.

Oi Wah is also involved in advisory 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 an approved trainer with HRD Corp and does regular training for the Companies Commission Malaysia Training Academy and other professional bodies. She is also co-author of “Company Meetings, Minutes and Resolutions in Malaysia” published in 2021 by the Malaysian Current Law Journal.

# TRANSACTION WITH RELATED PARTY FOR PLCs



## ADMINISTRATIVE DETAILS

Date	04 September 2024
Platform	Virtual platform
Time	9.00AM – 5.00PM
Training Methodology	Lecture and case discussion
Fee	RM500.00 Standard RM400.00 Licensed Secretary. Member of MAICSA, MIA, Malaysian Bar, MACS, MICPA, Sabah Law Society & Advocates Assoc. of Sarawak.
SSM CPE Points	8 Points

## HOW TO REGISTER?

STEP  
1

Strictly via online registration at <https://e-comtrac.ssm.com.my>

STEP  
2

### NEW USER (First Time Login)

- Click on **SIGN UP**
- Key in **REGISTRATION INFORMATION**
- Click on **REGISTER**
- Key in **USERNAME** and **PASSWORD**

### EXISTING USER

- Key in **USERNAME** and **PASSWORD**
- Click on **SIGN IN**

STEP  
3

- Select training
- Check on Available Seat
- Click on Add Participant
- Key in participant's information
- Click on Submit
- Check participant's details
- Click on Submit Payment

Note: Please submit your application within 15 minutes. Otherwise the system will automatically cancel your transaction and you will lose your seat(s). Please re-apply if you wish to proceed. Full payment shall be made at the point of registration.



# TRANSACTION WITH RELATED PARTY FOR PLCs

## TERMS & CONDITIONS FOR REGISTRATION OF TRAINING PROGRAMMES UNDER COMTRAC

### Payment Mode

- All training programmes registrations MUST be applied through e-COMTRAC. Upon submitting the registration application, participant is deemed to have read and accepted the terms and conditions herein.
- Payment by cash and cheque is not acceptable effective from January 2021.

### Webinar Access Link

- A notification e-mail with the webinar access link will be sent at least 24 hours before the commencement of the webinar.
- The access link is unique for registered participants and should not be forwarded or shared with others.

### Certificate of Attendance

- Participant will be issued a Certificate of Attendance upon full attendance of the programme and payment is received.
- A participant is allowed to attend **ONE** programme per day to be eligible for certificate of attendance. Request for refund will not be entertained if you have registered for more than one programme per day.
- SSM will charge an administrative fee of RM30.00 per copy for any replacement of certificate due to errors in name or identification card number wrongly filled by participant / representative during registration or loss of certificate, etc.

### Cancellation / Absent

- No refund will be given to participant who failed to attend the programme.
- Replacing registered participant is not allowed.

### Transfer

- Transfer of registration fee to another training programme is not allowed.

### Human Resources Development Corporation

Suruhanjaya Syarikat Malaysia is registered as a training provider with HRD Corp under GOV1000117857. All trainings are claimable under SBL Scheme subject to HRD Corp approval. Participant's employer needs to apply for grant at least one day before the commencement of training.

### Personal Data Protection Notice

Your personal data and other information provided in this application and including any additional information you may subsequently provide, may be used and processed by COMTRAC/SSM as a reference in future to communicate with you on our training programmes/events. In line with the Personal Data Protection Act 2010, we wish to obtain your agreement and consent for using your personal data. If you do not consent to the processing and disclosure of your personal data, you should send an e-mail to us at [comtrac@ssm.com.my](mailto:comtrac@ssm.com.my).

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### Disclaimer

SSM reserves the right to cancel the programme, change date(s), venue(s), speaker(s) or any other changes due to any unforeseen circumstances that may arise without prior notice to participants. SSM also reserves the right to make alternative arrangements without prior notice. SSM accepts no responsibility for death, illness, injury, loss or damage of any property belonging to, or financial loss by any persons attending the programme, whatever the cause. SSM shall not be responsible for any costs, damages or losses incurred by participants due to the changes and / or cancellation. SSM is not responsible for the integrity of participants' computer or device, your internet signal bandwidth, or any other consideration outside of the control of SSM.

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All information contained in the brochure is correct and accurate at the time of publication.

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## COMPANIES COMMISSION OF MALAYSIA TRAINING ACADEMY & KNOWLEDGE MANAGEMENT DIVISION

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