



COMPANIES ACT 2016: PRACTICE DIRECTIVE NO. 2/2017 (REVISED)

NOTIFICATION OF CHANGES IN THE BUSINESS ADDRESS (INCLUDING BRANCHES) AND/OR NATURE OF BUSINESS

This Practice Directive is issued pursuant to section 20C of the Companies Commission of Malaysia Act 2001 [Act 614] and section 610 of the Companies Act 2016 [Act 777].

OBJECTIVE

1. This Practice Directive serves to clarify the mechanism for the notification of change in the business address (including branches) and/or nature of business of a company in relation to any changes made subsequent to the incorporation of a company under section 14(3)(c) of the Companies Act 2016 or during a calendar year, where applicable.

BACKGROUND

2. Currently, a company intending to change its business address (including branches) and/or nature of business can only notify SSM of such changes through the lodgement of Annual Return.

3. Nevertheless, SSM is aware of the need and urgency of the information pertaining to the changes in the business address (including branches) and/or the nature of business and be reflected as part of the company's profile due to the requirements of some other authorities.

LODGEMENT OF NOTIFICATION OF CHANGE IN THE BUSINESS ADDRESS (INCLUDING BRANCHES) AND/OR NATURE OF BUSINESS

4. Where a company has resolved to change its business address (including branches) or its nature of business, the company is required to notify SSM within 14 days from the date of such change.

5. Notwithstanding paragraph 4, a company limited by guarantee is not allowed to change its nature of business unless otherwise made through an amendment to its constitution.

6. A company is not allowed to state its nature of business as "DORMANT" as the nature of business of a company should be reflective of the type of business activities the company was registered for. Therefore, dormancy is merely the status of a company reflective of its financial statements and not the nature of business for a company.

7. The notification shall be in a form and manner as specified by the Registrar and shall be made through the Corporate Registry System (CRS).

EFFECT OF THIS PRACTICE DIRECTIVE

8. This Practice Directive supersedes the Practice Directive 2/2017 issued on 18 April 2017, the Amendment to the Practice Directive 2/2017 issued on 10 July 2018 and the Practice Directive 2/2017 (Revised) issued on 3 December 2018.

REGISTRAR OF COMPANIES
COMPANIES COMMISSION OF MALAYSIA
5 AUGUST 2026