

PLC SERIES. BURSA MALAYSIA'S CORPORATE DISCLOSURE FRAMEWORK: A GUIDE FOR COMPANY SECRETARIES

COURSE INTRODUCTION

Bursa Malaysia Securities Berhad plays a critical role in maintaining market integrity through the enforcement of corporate disclosure requirements under its Listing Requirements. These requirements are fundamental to ensuring transparency, investor confidence, and the proper functioning of a fair and orderly market.

To assist listed issuers in meeting their disclosure obligations, Bursa Securities has issued the Corporate Disclosure Guide, which provides practical clarification and interpretative guidance. In addition, Issuer Communication Notes are released from time to time to address specific disclosure matters, highlighting regulatory expectations and areas of focus from both Bursa Securities and the investing public.

This course translates these regulatory requirements into practical, actionable insights for professionals involved in corporate disclosures.

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COURSE OBJECTIVES

This course is designed for company secretaries and other corporate professionals who are directly involved in managing, advising on, or ensuring compliance with disclosure obligations for listed companies.

Covering a wide range of corporate activities — from continuing listing obligations and directors' dealings to acquisitions and disposals — the course aims to provide participants with practical guidance, regulatory insights, and real-world examples to help them confidently navigate and apply the Listing Requirements in day-to-day corporate and transactional settings.

COURSE CONTENTS

- Overview of the corporate disclosure framework under Bursa Malaysia's Listing Requirements.
- Principles of timely, accurate, and sufficient disclosure.
- Application of the Corporate Disclosure Guide and Issuer Communication Notes.
- Continuing listing obligations and recurring disclosure requirements.
- Disclosure considerations for directors' dealings in securities.
- Disclosure requirements for acquisitions, disposals, and other corporate transactions.
- Common disclosure issues, regulatory concerns, and enforcement trends.
- Managing investor and market expectations through effective disclosures.

WHO SHOULD ATTEND

This course is suitable for:

- Company secretaries of listed issuers.
- Directors and senior management of public listed companies.
- Legal, compliance, and governance professionals.
- Finance professionals involved in corporate announcements and disclosures.
- Corporate advisers, consultants, and professionals supporting listed issuers.

LEARNING OUTCOMES

By attending this course, the participants will be able to:

- Understand the regulatory framework governing corporate disclosure under Bursa Malaysia's Listing Requirements.
- Identify key disclosure obligations and common pitfalls faced by listed issuers.
- Apply the principles set out in the Corporate Disclosure Guide and Issuer Communication Notes to practical scenarios.
- Assess disclosure requirements for various corporate transactions, including continuing obligations, directors' dealings, and acquisitions and disposals.
- Enhance the quality, accuracy, and timeliness of corporate announcements to meet regulatory and investor expectations.



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.

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ADMINISTRATIVE DETAILS

Date	12 March 2026
Venue	Virtual platform
Time	09.00 am – 05.00 pm
Training Methodology	Lecture and case discussion
Fee	RM550.00 Standard RM450.00 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 www.ssm4u.com.my/ecomtrac

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.



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TERMS & CONDITIONS FOR TRAINING PROGRAMMES

PROGRAMME FEE

- Fee is payable to SURUHANJAYA SYARIKAT MALAYSIA.
- Admittance to training programme shall be granted only upon registration and full payment is received.

PAYMENT MODE

- Registrations and payment for training programmes MUST be made through online at e-COMTRAC (www.ssm4u.com.my/ecomtrac). Upon submitting the registration application, participants are deemed to have read and accepted the terms and conditions herein.
- Payment by cash and cheque is not acceptable effective from January 2021.

CLASSROOM TRAINING

- For classroom-based training, a confirmation e-mail will be sent to participants at least 1 working day prior to the programme.
- Participants are required to present Malaysia's identification card and foreign participants are required to present passport at the registration counter for verification and admission to training programme.
- Admittance may be denied upon failure to present identification card / passport.

LIVE WEBINAR TRAINING

- A notification e-mail with the webinar access link will be sent to participants at least 1 working day prior to the webinar.
- The access link is unique for registered participants and should not be forwarded or shared with others.

E-LEARNING TRAINING

- Upon successful registration, an email will be sent containing the access link to the pre-recorded webinar and accompanying material will be sent on the start date of the programme.
- Access will be available for a fixed duration of seven (7) days starting from the session's commencement date. After this period, the link will expire, and access to the webinar and materials will no longer be available.

CERTIFICATE OF ATTENDANCE

- Upon full attendance of the programme and payment is received, participants will be issued an e-Certificate of Attendance.
- Participants can download the e-Certificate of Attendance from e-COMTRAC platform in three (3) working days after the programme or in seven (7) working days for conference / symposium. Please take note that the certificate is available for download up to 30 days from the conclusion of the programme. An administrative fee of RM30.00 per copy is chargeable for downloading the certificate after the 30th day. 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 will incur a fee of RM30.00 for reissuance.

CANCELLATION / ABSENT

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

TRANSFER

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

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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.

HUMAN RESOURCES DEVELOPMENT CORPORATION

SSM 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.

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DISCLAIMER

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