

# MASTERCLASS ON BUSINESS INTEGRITY, CORPORATE LIABILITY AND ESTABLISHING AN ANTI-CORRUPTION PROGRAMME FOR SMALL MEDIUM ENTERPRISES



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## COURSE INTRODUCTION

Section 17A of the MACC Act came into effect on 1 June 2020 and introduced corporate liability for corruption offences for the first time in Malaysia. Furthermore, companies are now adopting Environment, Social and Governance (ESG) frameworks requiring their supply chains to have anti-corruption procedures.

### **What does this mean for you and your company? Are you set up and ready?**

From 1 June 2020, directors and top management of companies - of all sizes – are held personally liable for any acts of corruption committed for the benefit of the business. Penalties include huge fines and jail sentences of up to 20 years for those in charge of the company, even if they had no personal involvement in the incident. The sole defence is that the company had established “**Adequate Procedures**” prior to the act i.e an anti-corruption programme as specified by the government which proves that the company did all that was reasonably possible to prevent the incident from occurring. The Prime Minister’s Department issued the Guidelines on Adequate Procedures pursuant to Section 17A (5) of the MACC Act. Companies are also requiring their suppliers to have an anti-corruption programme as part of that ESG framework.

### **How ready is your organisation to safeguard its directors, partners, top management and personnel against a corruption prosecution?**

### **If a major client asks for your anti-corruption programme details, can you provide it?**

**To set up your programme, sign up for this seminar now! Templates and implementation training included!**

## COURSE OBJECTIVES

This is a dynamic 2-day seminar for small enterprises (companies of less than 500 personnel), during which participants will be briefed on corporate liability as stated in the MACC Act Section 17A. Participants will be guided to develop their own in-house anti-corruption system using simple pre-prepared templates, which they can then implement at their company following the course.

This course will enable participants to understand how corruption may impact their company, what corporate liability for corruption offences means and what constitute the effective measures required by the Government.

This course also aims to equip small enterprises with a set of materials for their anti-corruption programme to help protect the organisation, managers and directors against corporate liability arising from a corruption incident and show their anti-corruption commitment to their clients.



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## COURSE CONTENTS

1. Introduction to National Anti-Corruption Plan of Malaysia and ESG frameworks covering anti-corruption.
2. Briefing on Corporate Liability: MACC Act 2009 including Section 17A, with case study and the benefits of business integrity.
3. Adequate Procedures project management for Adequate Procedures programme.
4. Development of tailored materials for implementation in participants companies, using the Adequate Procedures framework:

T: Top Level Commitment

R: Risk Assessment for Bribery

U: Undertake Control Measures

S: Systematic Monitoring, Review and Enforcement

T: Training and Communication

## LEARNING OUTCOMES

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

- Understand corporate liability for corruption offences as introduced by the MACC Act Section 17A.
- Comprehend the “Adequate Procedures” which companies are required to establish as stated in the official Malaysian Government Guidelines.
- Develop materials based on the said Guidelines which can be taken back to the company for use in their anti-corruption programme and demonstrate their ESG credentials.
- Understand how to implement the materials using a simple project plan.

## WHO SHOULD ATTEND

- Company owners, CEOs, MDs, directors of small medium enterprises.
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- Managers in charge of risk, governance, anti-corruption or corporate affairs.
- Company secretaries.
- Integrity officers/managers.
- Auditors (internal/external).



## ABOUT THE TRAINER

**Dr. Mark Lovatt** is CEO of Trident Integrity Solutions Sdn. Bhd. and internationally recognised as an expert in anti-corruption, business integrity and ethics. Prior to leading Trident, Dr. Lovatt was the Business Integrity Programme Manager for Transparency International Malaysia and concurrently the Managing Director of TI BIP Malaysia Sdn. Bhd., the consultancy wing of the chapter. He holds a BA (Hons) and PhD from Nottingham University, UK and has a background in IT, corporate regulation and business development in the power and gas sector. One of the few PECB-certified Lead Implementers for ISO 37001, he is also the Coordinator of the Business Integrity Alliance Advanced Technology Working Group. He speaks at conferences across the region and has worked with governments, global agencies, multinationals and GLCs to deliver effective measures for building business integrity.



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## ADMINISTRATIVE DETAILS

Date	28 - 29 February 2024 02 - 03 October 2024
Platform	Virtual platform
Time	9.00AM – 5.00PM
Training Methodology	Lecture and case discussion
Fee	RM1000.00 Standard RM800.00 Licensed Secretary. Member of MAICSA, MIA, Malaysian Bar, MACS, MICPA, Sabah Law Society & Advocates Assoc. of Sarawak.
SSM CPE Points	16 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.



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

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