

**PSG COLLEGE OF ARTS & SCIENCE
(AUTONOMOUS) •**

**BCom(CS) DEGREE EXAMINATION DECEMBER 2018
(Fifth Semester)**

Branch - CORPORATE SECRETARYSHIP

COMPANY LAW & SECRETARIAL PRACTICE - II

Time : Three Hours

Maximum : 75 Marks

SECTION-A (20 Marks)

Answer **ALL** questions

ALL questions carry **EQUAL** marks (10 x 2 = 20)

- 1 Define Director.
- 2 How to obtain a DIN?
- 3 Who is an Auditor?
- 4 List the Statutory books.
- 5 What is meant by Quorum?
- 6 What is a Notice?
- 7 State the types of resolution.
- 8 Define Minute book.
- 9 What do you mean by dissemination of information?
- 10 What is Secretarial Standards?

SECTION - B (25 Marks!)

Answer **ALL** Questions

ALL Questions Carry **EQUAL** Marks (5 x 5 = 25)

- 11 a Write the provisions relating to the appointment of director.
OR
b How to practice good corporate governance? Give an example.
- 12 a What is the procedure for the appointment of auditor and removal of auditor?
OR
b What are the powers and duties of an inspector appointed by the Central Government to investigate into the affairs of the company?
- 13 a Explain the types of meeting?
OR
b List out the content of Annual Report.
- 14 a Explain the winding up under direction by Court.
OR
b Point out the powers of liquidators under Companies Act 2013.
- 15 a Explain the powers of Company Law Board.
OR
b What are the consequences of Winding up?

SECTION - C (30 Marks)

Answer any **THREE** Questions

ALL Questions Carry **EQUAL** Marks (3 x 10 = 30)

- 16 Discuss the duties and liabilities of Directors.
- 17 Explain the procedure for preparation of Financial Statements.
- 18 How will you convene AGM and EGM?
- 19 What are the duties of secretary in respect of each winding up?
- 20 Describe the machinery for the administration under Companies Act.