

# 2 Lecture - MGT401

## Important Subjective

1. **What are the steps involved in the formation of a company?**

Answer: The steps involved in the formation of a company include choosing a name, drafting the Memorandum of Association and Articles of Association, registering the company with the Registrar of Companies, and obtaining a certificate of incorporation.

2. **What is the difference between a private limited company and a public limited company?**

Answer: A private limited company is a type of company that has a limited number of shareholders and cannot offer shares to the general public. A public limited company, on the other hand, can offer shares to the public and has no limit on the number of shareholders.

3. **What is the role of a company secretary in a company?**

Answer: The company secretary is responsible for ensuring that the company complies with legal and regulatory requirements. This includes maintaining records, organizing meetings, and ensuring that decisions taken at meetings are implemented.

4. **What is an annual general meeting (AGM)?**

Answer: An annual general meeting (AGM) is a type of general meeting that is held once a year to conduct the company's business. This includes approving the annual report and accounts, electing directors, and appointing auditors.

5. **What is a board meeting?**

Answer: A board meeting is a meeting of the directors of a company to discuss and make decisions about the company's business. This includes strategic planning, financial management, and compliance issues.

6. **What is a resolution in a company?**

Answer: A resolution is a decision taken by the members or directors of a company at a meeting. This can be an ordinary resolution, which requires a simple majority, or a special resolution, which requires a two-thirds majority.

7. **What is the purpose of the Memorandum of Association?**

Answer: The Memorandum of Association is a legal document that sets out the company's objectives and powers. It also defines the relationship between the company and its shareholders.

8. **What is the purpose of the Articles of Association?**

Answer: The Articles of Association are a legal document that sets out the internal rules and regulations of the company. This includes the rights and responsibilities of shareholders, the procedures for holding meetings, and the appointment of directors.

9. **What is the quorum for a general meeting?**

Answer: The quorum for a general meeting is the minimum number of members or shareholders required to be present for the meeting to be valid. This is usually specified in the company's Articles of Association.

10. **What are the requirements for calling a general meeting?**

Answer: A general meeting must be called by giving notice to all members or shareholders. The notice must include the date, time, and location of the meeting, and the agenda for the meeting. The notice period must also comply with the requirements set out in the company's Articles of Association.