



**Chartered
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Company Secretarial Practice (2nd ed.)

by Karen Baldwin FCG

The much-awaited second edition of Company Secretarial Practice is available and includes brand new case studies. This comprehensive guide provides invaluable insight into the world of corporate governance and covers all the key aspects of running a successful company. From company formation to statutory compliance to employee share schemes, this book has it all. Readers will gain a deep understanding of governing bodies, including the role of the board of directors and the importance of shareholders in company decision-making.

The book also provides a detailed analysis of the statutory compliance requirements of the Companies Act 71 of 2008, JSE Listings Requirements, and other relevant legislation. Company Secretarial Practice provides details on the meetings of shareholders and the board, the securities of a company, dividends and other capital events, and the role of auditors. Whether you are a company secretary, an executive or non-executive director or a governance consultant, this second edition is an essential resource for anyone looking to succeed in the world of corporate governance while staying informed on all the relevant issues.



Applied Governance

by Karen Robinson LLB, LLM, FCG

This new version provides updated and relevant case studies. Good corporate governance is essential in a world with financial crises, state capture, corruption, and mismanagement in both the private and public sectors. Governance codes across the globe set out what should be done, but not how it should be done. Hence the title of the book.

From general principles of corporate governance to in-depth discussions, recent case law and practical examples of corporate governance, the book covers areas such as the role of the governing body; risk governance and internal control; information technology governance; relations with shareholders and stakeholders; corporate social responsibility and sustainability; remuneration of directors and governance of various kinds of companies, such as state-owned, listed and unlisted companies, global and small companies. The requirements of the King IV™ Code of Corporate Governance, the 2008 Companies Act and the JSE Listings Requirements are integrated in an easy-to-read style and provide challenging questions requiring application to typical governance problems – the essence of a governance professional.

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