SUPPLEMENT

PROFESSIONAL PROGRAMME – OLD SYLLABUS

ETHICS, GOVERNANCE AND SUSTAINABILITY

(PAPER - 6)

(Relevant for students appearing in December 2019 Examination)

This supplement is for the subject – Ethics, Governance and Sustainability, Professional Programme. The students are advised to read their Study Material along with these updates. These academic updates are to facilitate the students to acquaint themselves with the amendments in the relevant law upto **30th June 2019, applicable for December 2019 Examination**. The students are advised to read all the relevant regulatory amendments made and applicable upto 30th June 2019 along with the study material. In the event of any doubt, students may write to the Institute for clarifications at *academics@icsi.edu*.

The students may also refer to the E-book on Companies Act, 2013 on the MCA website for the updated Companies Act, 2013 and rules made thereunder. The students are also advised to refer the websites of respective regulators for updated legislative provisions.

Disclaimer

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IMPORTANT UPDATES and ANNOUNCEMENTS

FROM JANUARY 2019 TO JUNE 2019			
UPDATES ON COMPANIES ACT	UPDATES ON COMPANIES ACT, 2013		
Companies (Appointment and Qualification of Directors) Rules, 2014,	In the Companies (Appointment and Qualification of Directors) Rules, 2014, in rule 12A, for the words and figures "on or before 30th April of immediate next financial year", the words and figures "on or before 30th June of immediate next financial year" shall be substituted. <u>http://www.mca.gov.in/Ministry/pdf/CosAppointmentQualificationDirAme</u> <u>nd 01052019.pdf</u>		
Amendment of Schedule VII of the Companies Act,2013	In the said Schedule after item (xi), and the entries relating thereto, the following item and entries shall be inserted –		
	"(xii) Disaster management, including relief, rehabilitation, and reconstruction activities."		
	http://www.mca.gov.in/Ministry/pdf/Notification_06062019.pdf		
Updates on SEBI (LODR) Regul	ations, 2015		
SEBI (Listing Obligations and Disclosure Requirements) (Second Amendment)	In the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015,–		
Regulations, 2019.	(1) in regulation 52,–		
	 (i) after sub-regulation (1), following proviso shall be inserted, namely,- " Provided that in case of entities which have listed their equity shares and debt securities, a copy of the financial results submitted to stock exchanges shall be provided to Debenture Trustees on the same day the information is submitted to stock exchanges." 		
	 (ii) sub-regulations (5) shall be substituted with the following, namely, - "(5) The listed entity shall, within seven working days from the date of submission of the information required under sub-regulation (4), submit to stock exchange(s), a certificate signed by debenture trustee that it has taken note of the contents." 		
	https://www.sebi.gov.in/legal/regulations/may-2019/securities-and- exchange-board-of-india-listing-obligations-and-disclosure-requirements- second-amendment-regulations-2019 42977.html		

SEBI (Listing Obligations and	No. SEBI/LAD-NRO/GN/2019/22.—In exercise of the powers conferred by
Disclosure	section 11, sub-section (2) of section 11A and section 30 of the Securities and
Requirements) (Third	Exchange Board of India Act, 1992 (15 of 1992) read with section 31 of
Amendment) Regulations,	the Securities Contracts (Regulation) Act, 1956 (42 of 1956), the Board
2019	hereby makes the following regulations to further amend the Securities and
	Exchange Board of India (Listing Obligations and Disclosure Requirements)
	Regulations, 2015, namely,–
	1. These regulations may be called the Securities and Exchange Board of India
	(Listing Obligations and Disclosure Requirements) (Third Amendment)
	Regulations, 2019.
	2. They shall come into force on the date of their publication in the Official
	Gazette.
	3. In the Securities and Exchange Board of India (Listing Obligations and
	Disclosure Requirements) Regulations, 2015, in regulation 23, in sub-
	regulation (1A), for the word "two" appearing after the word "exceed" and
	before the word "percent", the word "five" shall be substituted.

OTHER UPDATES

NATIONAL GUIDELINES ON RESPONSIBLE BUSINESS CONDUCT (NGRBC)

The Ministry of Corporate Affairs has revised the National Voluntary Guidelines on Social, Environmental and Economic Responsibilities of Business, 2011 (NVGs) and has released the National Guidelines on Responsible Business Conduct (NGRBC) in March 2019. These guidelines urge businesses to actualise the principles in letter and spirit.

The MCA has been taking various initiatives for ensuring responsible business conduct by companies. As a first step towards mainstreaming the concept of business responsibility, the Voluntary Guidelines on Corporate Social Responsibility were issued in 2009. These guidelines were subsequently revised as National Voluntary Guidelines on Social, Environmental and Economic Responsibilities of Business in 2011 after extensive consultations with business, academia, civil society organisations and the government. The NVGs were developed based on India's socio-cultural context and priorities as well as global best practices.

Since then, there have been various national and international developments in the past decade that have nudged businesses to be sustainable and more responsible. The Companies Act, 2013 also lays down the thrust for businesses to be more mindful of their stakeholders. The Companies Act, 2013 casts fiduciary duties on the Directors of a Company requiring them to promote the objects of the company for the benefit of its members as a whole, and in the best interests of the company, its employees, the shareholders, the community and for the protection of environment.

The NGBRC provides that businesses should conduct and govern themselves with integrity in a manner that is ethical, transparent and accountable. Businesses should provide goods and services in a manner that is sustainable and safe. It should also respect and promote the well-being of all employees, including those in their value chains and the interests of all their stakeholders; and the businesses should respect and promote human rights.

The NGRBC are designed to be used by all businesses, irrespective of their ownership, size, sector, structure or location. It is expected that all businesses investing or operating in India, including foreign multinational

corporations (MNCs) should follow these guidelines. Correspondingly, the NGRBC also provide a useful framework for guiding Indian MNCs in their overseas operations, in addition to aligning with applicable local national standards and norms governing responsible business conduct. Furthermore, the NGRBC reiterate the need to encourage businesses to ensure that not only do they follow these guidelines in business contexts directly within their control or influence, but that they also encourage and support their suppliers, vendors, distributors, partners and other collaborators to follow them.

The nine thematic pillars of business responsibility provided by the NGBRC are:

- Businesses should conduct and govern themselves with integrity in a manner that is Ethical, Transparent and Accountable.
- Businesses should provide goods and services in a manner that is sustainable and safe
- Businesses should respect and promote the well-being of all employees, including those in their value chains.
- Businesses should respect the interests of and be responsive to all their stakeholders.
- Businesses should respect and promote human rights.
- Businesses should respect and make efforts to protect and restore the environment.
- Businesses, when engaging in influencing public and regulatory policy, should do so in a manner that is responsible and transparent.
- Businesses should promote inclusive growth and equitable development.
- Businesses should engage with and provide value to their consumers in a responsible manner.

CORPORATE GOVERNANCE PRINCIPLES AND RECOMMENDATIONS, AUSTRALIA -2019

The ASX Corporate Governance Council ("Council"), convened in August 2002 is the organisation which brings together various business, shareholder and industry groups, each offering valuable insights and expertise on governance issues from the perspective of their particular stakeholders. Its primary work has been the development of the Principles and Recommendations.

The Corporate Governance Principles and Recommendations ("Principles and Recommendations") were first introduced in 2003. A second edition was published in 2007 and a third in 2014. In 2017, the Council agreed that it was an appropriate time to commence work on a fourth edition of the Principles and Recommendations to address emerging issues around culture, values and trust, fuelled by recent examples of conduct by some listed entities falling short of community standards and expectations.

The fourth edition comes into force for financial years commencing on or after 1 January 2020.

These Principles and Recommendations set out recommended corporate governance practices for entities admitted to the ASX official list as an ASX listing, regardless of the legal form they take, whether they are established in Australia or elsewhere, and whether they are internally or externally managed. The Principles and Recommendations are not mandatory and do not seek to prescribe the corporate governance practices that a listed entity must adopt.

The "if not, why not" approach is fundamental to the operation of the Principles and Recommendations. This approach ensures that the market receives an appropriate level of information about the entity's governance arrangements so that investors and other stakeholders can have a meaningful dialogue with the board and management on governance matters and can factor the information provided into their decision on whether or not to invest in the entity and how to vote on particular resolutions.

The Principles and Recommendations are structured around, and seek to promote, 8 central principles.

There are 35 specific recommendations of general application intended to give effect to these principles, as well as 3 additional recommendations that only apply in certain limited cases.

8 Central Principles

- (i) Lay solid foundations for management and oversight: A listed entity should clearly delineate the respective roles and responsibilities of its board and management and regularly review their performance.
- (ii) Structure the board to be effective and add value: The board of a listed entity should be of an appropriate size and collectively have the skills, commitment and knowledge of the entity and the industry in which it operates, to enable it to discharge its duties effectively and to add value.
- (iii) Instil a culture of acting lawfully, ethically and responsibly: A listed entity should instil and continually reinforce a culture across the organisation of acting lawfully, ethically and responsibly.
- (iv) Safeguard the integrity of corporate reports: A listed entity should have appropriate processes to verify the integrity of its corporate reports.
- (v) Make timely and balanced disclosure: A listed entity should make timely and balanced disclosure of all matters concerning it that a reasonable person would expect to have a material effect on the price or value of its securities.
- (vi) Respect the rights of security holders: A listed entity should provide its security holders with appropriate information and facilities to allow them to exercise their rights as security holders effectively.
- (vii) Recognise and manage risk: A listed entity should establish a sound risk management framework and periodically review the effectiveness of that framework.
- (viii)Remunerate fairly and responsibly: A listed entity should pay director remuneration sufficient to attract and retain high quality directors and design its executive remuneration to attract, retain and motivate high quality senior executives and to align their interests with the creation of value for security holders and with the entity's values and risk appetite.

CODE OF CORPORATE GOVERNANCE, SINGAPORE – 2018

The Code of Corporate Governance (the "Code"), which is applicable to listed companies in Singapore on a comply-or-explain basis, first came into effect on 1 January 2003.

On August 6, the Monetary Authority of Singapore ("MAS") announced the adoption of a new Code of Corporate Governance (the "Code") along with the new Practice Guidance. The new Code comes after MAS conducted a public consultation on changes to Singaporean corporate governance practices.

The Code will initially take effect for companies with a financial year beginning January 1, 2019, concurrent with changes to Singapore Exchange Limited ("SGX") Listing Rules, however some of the changes will not be phased in until 2022.

The Code aims to promote high levels of corporate governance in Singapore by putting forth Principles of good corporate governance and Provisions with which companies are expected to comply. The Practice Guidance complements the Code by providing guidance on the application of the Principles and Provisions and setting out best practices for companies. Adoption of the Practice Guidance is voluntary.

This version of the Code has at its core broad Principles of corporate governance. Compliance with, and observation of, these Principles is mandatory. These Principles set out broadly accepted characteristics of good corporate governance. Companies are required to describe their corporate governance practices with

reference to both the Principles and Provisions, and how the company's practices conform to the Principles.

The emphasis of the Code is for companies to provide thoughtful and meaningful explanations around their practices, and for investors to carefully consider these discussions as part of their engagements with companies. Frank and informed dialogue between companies and their shareholders is a central tenet of good corporate governance, and encourages more active stewardship. Better engagement between these parties will benefit the company and investors.

Principles

- 1. The company is headed by an effective Board which is collectively responsible and works with Management for the long-term success of the company.
- 2. The Board has an appropriate level of independence and diversity of thought and background in its composition to enable it to make decisions in the best interests of the company.
- 3. There is a clear division of responsibilities between the leadership of the Board and Management, and no one individual has unfettered powers of decision-making.
- 4. The Board has a formal and transparent process for the appointment and reappointment of directors, taking into account the need for progressive renewal of the Board.
- 5. The Board undertakes a formal annual assessment of its effectiveness as a whole, and that of each of its board committees and individual directors.
- 6. The Board has a formal and transparent procedure for developing policies on director and executive remuneration, and for fixing the remuneration packages of individual directors and key management personnel. No director is involved in deciding his or her own remuneration.
- 7. The level and structure of remuneration of the Board and key management personnel are appropriate and proportionate to the sustained performance and value creation of the company, taking into account the strategic objectives of the company.
- 8. The company is transparent on its remuneration policies, level and mix of remuneration, the procedure for setting remuneration, and the relationships between remuneration, performance and value creation.
- 9. The Board is responsible for the governance of risk and ensures that Management maintains a sound system of risk management and internal controls, to safeguard the interests of the company and its shareholders.
- 10. The Board has an Audit Committee ("AC") which discharges its duties objectively.
- 11. The company treats all shareholders fairly and equitably in order to enable them to exercise shareholders' rights and have the opportunity to communicate their views on matters affecting the company. The company gives shareholders a balanced and understandable assessment of its performance, position and prospects.
- 12. The company communicates regularly with its shareholders and facilitates the participation of shareholders during general meetings and other dialogues to allow shareholders to communicate their views on various matters affecting the company.
- 13. The Board adopts an inclusive approach by considering and balancing the needs and interests of material stakeholders, as part of its overall responsibility to ensure that the best interests of the company are served.

FROM JULY 2018 TO DECEMBER 2018

UPDATES ON COMPANIES ACT, 2013

In section 134, sub section | The financial statement, including consolidated financial statement, if any,

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(1), the following Clause shall be substituted, namely-	shall be approved by the Board of Directors before they are signed on behalf of the Board by the chairperson of the company where he is authorised by the Board or by two directors out of which one shall be managing director, if any, and the Chief Executive Officer, the Chief Financial Officer and the company secretary of the company, wherever they are appointed, or in the case of One Person Company, only by one director, for submission to the auditor for his report thereon."
In section 134, sub section 3, clause (a), for the words,	"the extract of the annual return as provided under sub-section (3) of <u>section</u> <u>92;</u> The following Clause shall be substituted, namely-the web address, if any, where annual return referred to in sub-section (3) of section 92 has been placed.
In section 134, sub section 3, clause (p), for the words,	annual evaluation has been made by the Board of its own performance and that of its committees and individual directors", the words "annual evaluation of the performance of the Board, its Committees and of individual directors has been made"
In section 135, sub section (1)	for the words any financial year, the words immediately preceding financial year shall be substituted.
In section 135, for sub- section (5)	for the Explanation-For the purposes of this section "average net profit" shall be calculated in accordance with the provisions of section 198., the following Explanation shall be substituted, namely :- For the purposes of this section "net profit" shall not include such sums as may be prescribed, and shall be calculated in accordance with the provisions of <u>section 198</u> .
COMPANIES (ACCOUNTS) AME	ENDMENT RULES, 2018 NOTIFICATION DATED 31 ST JULY, 2018
In the Companies (Accounts) Rule, 2014	 In Rule 8, (i) in sub rule (5), after clause (viii) the following clauses shall be inserted namely- (ix) a disclosure, as to whether maintenance of cost records as specified by the Central Government under sub-section (1) of section 148 of the Companies Act, 2013, is required by the Company and accordingly such accounts and records are made and maintained, (x) a statement that the company has complied with provisions relating to the constitution of Internal Complaints Committee under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. (ii) after sub-rule (5), the following rule shall be inserted, namely:- "(6) This rule shall not apply to One Person Company or Small Company". (iii) after rule 8, the following rule shall be inserted, namely:-

	"8A. Matters to be included in Board's Report for One Person Company and Small Company.	
	(1) The Board's Report of One Person Company and Small Company shall be prepared based on the stand alone financial statement of the company, which shall be in abridged form and contain the following:-	
	 a) the web address, if any, where annual return referred to in sub-section (3) of section 92 has been placed; b) number of meetings of the Board; c) Directors' Despensibility Statement as referred to in sub-section (5) of 	
	 c) Directors' Responsibility Statement as referred to in sub-section (5) of section 134; d) details in respect of frauds reported by auditors under sub-section (12) of section 143 other than those which are reportable to the Central Communication. 	
	 Government; e) explanations or comments by the Board on every qualification, reservation or adverse remark or disclaimer made by the auditor in his report; 	
	 f) the state of the company's affairs; g) the financial summary or highlights; h) material changes from the date of closure of the financial year in the nature of business and their effect on the financial position of the company; 	
	 i) the details of directors who were appointed or have resigned during the year; j) the details or significant and material orders passed by the regulators or courts or tribunals impacting the going concern status and company's operations in future. 	
	(2) The Report of the Board shall contain the particulars of contracts or arrangements with related parties referred to in sub-section (1) of section 188 in the Form AOC-2.".	
OTHER UPDATES	OTHER UPDATES	
New edition of the UK Corporate Governance Code	The Financial Reporting Council (FRC) released the 2018 UK Corporate Governance Code. An updated edition of the FRC's Guidance on Board Effectiveness has also been published.	
	The Code is applicable to all companies with a premium listing, whether incorporated in the UK or elsewhere. The new Code applies to accounting periods beginning on or after 1 January 2019.	
	This Code puts the relationships between companies and stakeholders at the heart of long-term sustainable growth in the UK economy. The new, shorter and sharper Code is the product of extensive consultation. This Code places emphasis on businesses building trust by forging strong	

	relationships with key stakeholders and providing meaningful reporting to the stakeholders. It recommends the companies to establish a corporate culture that is aligned with the company's purpose, business strategy, promotes integrity and values diversity. A summary of the key changes made in new edition include:	
	 Workforce and stakeholders: There is a new provision to enable greater board engagement with the workforce to understand their views. The Code asks boards to describe how they have considered the interests of stakeholders when performing their duty. Culture: Boards are asked to create a culture which aligns to company's values with strategy and to assess how they preserve value over the long-term. Succession and diversity: To ensure that the boards have the right mix 	
	 of skills and experience, constructive challenge and to promote diversity, the new Code emphasises the need to refresh boards and undertake succession planning. The new Code strengthens the role of the nomination committee on succession planning and establishing a diverse board. It identifies the importance of external board evaluation for all companies. Nomination committee reports should include details of the contact the external board evaluator has had with the board and individual directors. Remuneration: To address public concern over executive remuneration, the new Code emphasises that remuneration committees should take 	
	into account workforce remuneration and related policies when setting director remuneration. Importantly formulaic calculations of performance-related pay should be rejected. Remuneration committees should apply discretion when the resulting outcome is not justified.	
	The new Code is available at: <u>https://www.frc.org.uk/getattachment/88bd8c45-50ea-4841-95b0-</u> <u>d2f4f48069a2/2018-UK-Corporate-Governance-Code-FINAL.PDF</u>	
	FROM JANUARY 2018 TO JUNE 2018	
UPDATES ON COMPANIES ACT	Г, 2013	
Amendments in Companies (Amendments) Act, 2017	The students should go through the Companies (Amendments) Act, 2017. http://www.mca.gov.in/Ministry/pdf/CAAct2017_05012018.pdf	
	Various sections of the Companies (Amendments) Act, 2017 had been notified. For details the student may visit the below mentioned links: Commencement notification dated 13.06.2018	

Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Amendment) Regulations, 2018

Vide Notification dated 9th May, 2018 the Securities and Exchange Board of India hereby amended the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015. Unless otherwise specifically provided for in these regulations, they shall come into force with effect from April 1, 2019. Since this is in public domain students are expected to be in know of the details. The same are available at:

https://www.sebi.gov.in/legal/regulations/may-2018/sebi-listing-obligations-and-disclosure- requirementamendment-regulations-2018 38898.html

FROM JULY 2017 TO DECEMBER 2017 Updates on Companies Act, 2013		
	1.pdf Comparative of Amendments in SS-2: https://www.icsi.edu/webmodules/ComparativeAnalysis Amendments SS 2.pdf	

Companies (Meetings of Board and its Powers) Second Amendment Rules 2017	Any director who intends to participate in the meeting through electronic mode may intimate about such participation at the beginning of the calendar year and such declaration shall be valid for one year. Such declaration shall not debar him from participation in the meeting in person in which case he shall intimate the company sufficiently in advance of his intention to participate in person. <u>http://www.mca.gov.in/Ministry/pdf/CompaniesMeetingBoardPowersSecondRules 14072017.pdf</u>
Amendment in Schedule IV of the Companies Act, 2013	An independent director who resigns or is removed from the Board of the company shall be replaced by a new independent director within " three months " from the date of such resignation or removal, as the case may be. The independent directors of the company shall hold at least one meeting "in a financial year", without the attendance of non-independent directors and members of management. http://www.mca.gov.in/Ministry/pdf/AmendmentIV_06072017.pdf
Companies (Appointment and Qualification of Directors) Amendment Rules, 2017	 The amended Rule 4 provides that the following classes of unlisted public company(ies) are not required to appoint Independent Directors, namely: (a) a joint venture; (b) a wholly owned subsidiary; and (c) a dormant company. http://www.mca.gov.in/Ministry/pdf/CompaniesApptandQualificationofDirectorsAmdtRules 060720 17.pdf A clarification in this regard was further issued by MCA on 5th September 2017, wherein term joint venture has been defined as under: "Joint venture", would mean a joint arrangement, entered into in writing, whereby the parties that have joint control of the arrangement, have rights to the net assets of the arrangement. The usage of the term is similar to that under the Accounting Standards. http://www.mca.gov.in/Ministry/pdf/GeneralCircular_05092017.pdf
Stewardship Code for Insurers in India	The growth in the Insurance Industry in recent years has resulted in a significant increase in the Funds of insurance companies. They are also significant investors in the securities markets and act as investors on behalf of the policyholders. There is increased emphasis on governance of public companies under the corporate and insurance law and the role and responsibility of Boards of companies has escalated. Considering the fiduciary role played by the insurance companies as investors on behalf of the policyholders, it is felt that greater transparency is needed as regards the manner in which the investments are managed by them. In this regard, the Authority has examined the regulatory stipulations/

guidelines in various jurisdictions across the world and it was noticed that disclosures regarding decision making and voting at meetings of investee companies by institutional investors are being encouraged.

Insurance companies are significant institutional investors in listed companies and the investments are held by them as custodians of policyholders. Therefore, it is felt that insurance companies should play an active role in the general meetings of investee companies and engage with the managements at a greater level to improve their governance. This will result in informed decisions by the parties and ultimately improve the return on investments of insurers.

Therefore, the Authority has decided to implement a code for stewardship for the insurers. The code is in the form of a set of principles, which the insurers would need to adopt. The principles are being uniformly adopted for institutional investors, like Mutual Funds, Pension Funds, Foreign Portfolio Investors (FPIs), Alternative Investment Funds (AIFs), etc. The code broadly requires the insurers to have a policy as regards their conduct at general meetings of the investee companies and the disclosures relating thereto. It shall be applicable from FY 2017-18.

All insurers need to draw up a policy based on the principles spelt out in the stewardship code within 6 months from the date of issue of these guidelines and the Board of Directors should approve the same. The policy should be disclosed on the website within 30 days of approval by the Board by all insurers, alongside the public disclosures. Any change/ modification to the policy on stewardship should be specifically disclosed at the time of updating the policy document on the website.

The principles are intended to strengthen the role of insurers as stewards on behalf of the policyholders. The Authority is of the view that adoption of the principles would improve the confidence of the policyholders in the insurers on one hand and also ensure better corporate governance and decision making at investee companies on the other.

Formoredetail, please visitIRDAIwebsiteat:https://www.irdai.gov.in/ADMINCMS/cms/frmGuidelines_Layout.aspx?page=PageNo3096&flag=1