

SECTION – 2**SECRETARIAL AUDIT****(30 Marks)**

Marks

- Q6. Assume that you are a Company Secretary of a public limited listed company and the Chief Executive of your Company asked you to prepare a regulatory compliance checklist with respect to holding 2nd AGM and related matters. Prepare a check list accordingly. 15
- Q7. Assuming you are a Company Secretary of a newly incorporated company. Informed the Chairman of the Board about the procedure to be followed by the Company for appointing the subsequent statutory auditors? 7
- Q8. What are the Secretarial functions and legal obligations of the Company Secretary? 8