

Reg. No. :

Name :

Third Semester B.Com. Degree Examination, March 2022

First Degree Programme under CBCSS

Core Course

CO 1343/CC 1344 : COMPANY ADMINISTRATION

(2019 & 2020 Admission)

Time : 3 Hours

Max. Marks : 80

SECTION – A

Answer **all** the questions in **one** or **two** sentences each. **Each** question carries **1** mark.

1. What is meant by Proxy?
2. What do you meant by the term Secretarial Audit?
3. What is online filing of document?
4. What do you mean by the term Special Resolution?
5. Define Holding Company.
6. Write any two exceptions to the Doctrine of Indoor management.
7. What is Memorandum of Association?
8. What is Public Company?
9. Who is a Resident Director?
10. Who is a related party as per companies act 2013?

(10 × 1 = 10 Marks)

SECTION – B

Answer **any eight** questions not exceeding one paragraph each. Each question carries **2** marks.

11. Is CSR fulfillment necessary or not? Explain.
12. Describe the advantages of a private company.
13. Explain the procedure for incorporation of Public Ltd company.
14. Explain the circumstances in which company may be wound up voluntarily.
15. Explain the provisions of Companies Act 2013 regarding the functions of a company secretary.
16. Explain Related Party Disclosure.
17. What is General Meeting of a company?
18. What are the statutory provisions regarding Proxy of the Companies Act?
19. What are the characteristics of a company?
20. Explain KMP as per the Companies Act 2013.
21. Explain Doctrine of Constructive Notice.
22. Explain Name Clause of Memorandum of Association.
23. Explain the term Associate Company.
24. What are the advantages of company form of organizations?
25. Explain structure of Board of Directors of a company.
26. What is Corporate Governance?

(8 × 2 = 16 Marks)

SECTION – C

Answer **any six** questions in about **120** words each. Each question carries **4** marks.

27. Describe the procedure for voluntary winding up.
28. What are qualifications required for a Company Secretary?
29. Explain the term MCA-21 (online filing). What are the matters covered under MCA -21 Project?
30. Briefly describe the contents of Boards Report as per Sec 134 of Companies Act 2013.
31. Explain the contents of Annual Return as per section 92 of Companies Act 2013.
32. Briefly describe Voting at General Meeting.
33. Explain the functions and responsibilities of Board of Directors.
34. What are the requisites for convening a valid meeting?
35. Difference between Memorandum of Association and Articles of Association.
36. Explain the procedure for changing the name of the company.
37. Explain Doctrine of Ultra-Vires and its effects.
38. Briefly describe New types of Companies introduced as per ICA 2013.

(6 × 4 = 24 Marks)

SECTION – D

Answer **any two** questions in not exceeding **4** pages each. Each questions carries **15** marks.

39. What is Winding Up of a Company? What are the important types of Winding Up?
40. Explain how alterations can be done in Memorandum of Association and Articles of Association?

41. Explain Corporate Social Responsibility of Business towards various parties.
42. Explain Powers and Duties of Company Secretary as per Companies Act 2013.
43. What do you mean by the term Resolutions? Briefly describe different kinds of resolutions under Companies Act.
44. Elaborate the formation and incorporation of a company.

(2 × 15 = 30 Marks)
