

TED (15) 4143  
(Revision 2015)

Reg.No. ....  
Signature. ....

DIPLOMA EXAMINATION IN ENGINEERING/TECHNOLOGY/MANAGEMENT/  
COMMERCIAL PRACTICE, OCTOBER 2017.

COMPANY ADMINISTRATION

(Maximum Marks : 100)

Time : 3 Hrs

PART-A  
(Maximum marks: 10)

Marks

I. Answer all questions in one or two sentences. Each question carries 2 marks.

1. What is Common Seal of a Company?
2. Explain Casting Vote.
3. What is Annual General Meeting?
4. What is a Register of Directors?
5. What is meant by Substantive Motion?

(5X2=10)

PART - B  
(Maximum marks : 30)

II Answer any five of the following questions. Each question carries 6 marks.

1. Explain the liability of the Promoter for Pre-Incorporation Contracts.
2. Explain the importance of Limited Liability of a Company.
3. Distinguish between 'Minutes of narration' and 'Minutes of Resolution.
4. Who is Chairman of a Meeting? How is he appointed?
5. How is a managing Director appointed?
6. Explain the purpose of Annual General Meeting.
7. Write notes on Annual Return of a Company.

[5x6 =30]

PART - C  
(Maximum marks : 60)

(Answer one full question from each unit. Each full question carries 15 marks)

UNIT I

- III (a) What is Corporate Personality of Company's? [5]
- (b) State the liabilities of Directors for fraudulent conduct of Business. [10]

OR

- IV Explaining the procedure for Incorporation of a Company. [15]

UNIT- II

- V (a) Discuss the provisions of the Companies Act 1956 relating to the removal of Directors of a Company. (9)
- (b) Explain the Powers of board of Directors. (6)

OR

- VI Explain the Provisions in the Companies Act regarding appointment of Directors of a Company? (15)

UNIT- III

- VII (a) Write detailed note on Agenda of a Meeting? (7)
- (b) State the Essentials of a Valid Meeting? (8)

OR

- VIII What is Statutory Meeting? When and how it is held? State the Contents of Statutory Report. (15)

UNIT – IV

- IX (a) What is Motion? Explain different kinds of motion? (10)
- (b) Distinguish between: Ordinary business and Special Business. (5)

OR

- X What do you understand by the Winding Up of a Company? What are the different modes of Winding Up? (15)

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