

TED (15) 4143
(Revision 2015)

Reg.No.
Signature.

DIPLOMA EXAMINATION IN ENGINEERING/TECHNOLOGY/MANAGEMENT/
COMMERCIAL PRACTICE – OCTOBER/NOVEMBER-2018.

COMPANY ADMINISTRATION

(Maximum Marks : 100)

[Time : 3 hours]

PART-A
(Maximum marks: 10)

Marks

I. Answer the following questions in one or two sentences. Each question carries two marks.

1. State the meaning of Corporate Personality.
2. Define the term Director.
3. Define Company Secretary.
4. State the meaning of the notice of the meeting.
5. State the meaning of motion in a company meeting.

(5X2=10)

PART: B
(Maximum Marks: 30)

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

1. Explain pre-incorporation contracts.
2. Explain Certificate of Incorporation of a company.
3. Explain about the legal position of the Directors.
4. State the purpose of holding the statutory meeting of the company.
5. Explain the term agenda. List the rules to be followed for the preparation of agenda.
6. List out rules for the preparation of motions.
7. List the contents of Statement of Affairs.

[5x6 =30]

PART-C

(Maximum Marks:60)

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

UNIT -1

- III. (a) Explain the advantages and disadvantages of registering a Company. 9
(b) List the circumstances under which the court may lift the Corporate veil of a company. 6

OR

- IV. (a) Explain the nature of Separate Legal Existence of the Company. 9
(b) Explain the importance of common seal. 6

UNIT - II

- V. State the Liabilities of the Directors of a Company. 15

OR

- VI. Explain the qualifications and duties of Company Secretary. 15

UNIT - III

- VII. (a) Explain the quorum of the company meeting. 8
(b) Explain the legal provisions regarding the Annual General Meeting of the company. 7

OR

- VIII. Explain the Statutory Report and List the contents of Statutory Report. 15

UNIT - IV

- IX. Explain the different kinds of resolutions. 15

OR

- X. Define Liquidator. List out the powers and duties of the liquidator. 15