

**PRACTICE DIRECTION (NO. 1 of 2021) PURSUANT
TO SECTION 12(8) OF THE COMPANIES ACT 2001**

**METHODS OF HOLDING MEETINGS AND EXTENSION OF DEADLINE DURING
THE COVID -19 PERIOD AND POST COVID 19 PERIOD.**

This Practice Direction is issued pursuant to Section 12(8) of the Companies Act 2001 and is meant to assist companies to comply with their regulatory obligations in holding of annual meetings during the COVID-19 period and post COVID-19 period.

In this Practice Direction:-

Covid-19 period has the same meaning as defined in section 2 of the Interpretation and General Clauses Act which provides that for the year 2021, the "covid-19 period" means "the period starting on 10 March 2021 and ending on 30 April 2021 or ending on such later date as the Prime Minister may prescribe"

Methods of holding meetings:-

1. Meetings should be held in accordance with paragraph 3 (1) of the Fifth Schedule to the Companies Act
2. Notice of such meeting must be sent to every shareholder entitled to receive notice of the meeting and to every director, secretary and auditor of the company not less than 21 days before the meeting.
3. Notice of such meeting must be effected in accordance with section 327 of the Companies Act.

Extension for holding annual meetings

1. Companies whose annual meetings were due to be held during the COVID-19 period for the year 2021, i.e, from 10 March 2021 to 30 April 2021 may hold their annual meetings no later than 31 October 2021.
2. Companies whose annual meetings were due to be held during the COVID-19 period are required to file their Annual Returns within 28 days after the holding of such meeting.

Dated this 7th September 2021

**Registrar of Companies,
Corporate and Business Registration Department
One Cathedral Square Building,
Jules Koenig Street
Port Louis**