# Chapter 7

# **Company Law**

## 7.1 What is a company?

In sociology, a company is an organization, understood as the planned, coordinated and purposeful action of people, to reach or construct a common goal or product. This action is usually framed by membership (employment) and form (company rules and codes of conduct). Organizations are generally governed by a set of rules and actions that a certain task can be fulfilled through a system of coordinated division of labour.

Organizations are typically made up of:

- -a network of relationships
- -a knowledge base
- -a tangible or intangible product
- -property

In economy, a **company** is an association or collection of individuals, whether natural people, legal people or a mixture of both. Company members share a common purpose; they unite in order to focus their talents and organize their collectively available skills or resources to achieve specific, declared goals. Companies take various forms such as:

- Voluntary associations, which may include non-profit organizations
- Business entities with an aim of gaining a profit
- Financial entities and banks

## 7.2 Birth of a company

A company is formed by a registration. The registration of a company is effected by deposing the following documents with the Registrar of Companies:

a) Memorandum of association

This document is in effect the charter of the company defining its *constitution* and the scope of its *powers*. The Memorandum of a public limited company must state:

1) The name of the company; 2) the place where the registered office of the company is situated; 3) the objects of the company; 4) the liability of the members; 5) the amount of capital invested in shares, and the division of it.

## b) Articles of Association

These are regulations governing the *internal* management of the company. They define the duties of the directors and the mode or form in which the business will be carried on.

The Memorandum of Association governs the *external* working of a company, and the Articles of Association govern the *internal* workings.

The three kinds of registered companies are (I) those limited by *shares*, (II) those limited by *guarantee*, and (III) *unlimited* companies.

## (I) Companies limited by shares

This is the usual form of company, whether public or private. Where a company is limited by shares each member is liable to the amount (if any) unpaid on his shares.

# (II) Companies limited by guarantee

In this type of company each member undertakes to contribute a certain sum in the event of its winding-up. Thus, a member who has guaranteed £10,000 will be liable for that amount if the company becomes insolvent and unable to pay its debts. The member cannot be compelled to contribute more.

## (III) Unlimited companies

An unlimited company is one in which the liability of the members to pay the debts of the company is unlimited. The unlimited company is not common in the business world. Its main use is to hold property or provide services where outside indebtedness will not be large and secrecy of financial affairs is desired.

## 7.3 Termination of a company

The existence of company may be ended either by the Registrar of Companies, striking the name of the company off the register or by winding up. The winding up of a company is voluntary or compulsory.

A voluntary winding up is begun when the members of a company decided it. A compulsory winding up is undertaken following an order of a court on a petition presented by a member of the company, or a creditor or the Department of Trade. The petition may allege one or more grounds: for example, inability to pay its debts or failure to commence business within a year.

## 7.4 Types of companies

There are different types of business organizations, such as:

- -Sole trader
- -Partnership
- -Limited Companies
- -Non commercial organizations
- -Charities
- -Clubs and societies

# Sole trader (sole proprietorship)

A sole proprietorship, also known as the sole trader or simply a proprietorship, is a type of business entity that is owned and run by one natural person and in which there is no legal distinction between the owner and the business. The owner is in direct control of all elements and is legally accountable for the financial situation of such business and this may include debts, loans, loss etc.

The owner receives all profits (subject to taxation specific to the business) and has unlimited responsibility for all losses and debts. Every asset of the business is owned by the proprietor and all debts of the business are the proprietor's. It is a "sole" proprietorship in contrast with partnership (which have at least two owners).

A sole proprietor may use a trade name or business name other than his, her or its legal name. They will have to legally trademark their business name, the process being different depending upon country of residence.

## Advantages and disadvantages of Sole Proprietorship

As a sole trader:

ADVANTAGES	DISADVANTAGES		
	-You are entirely responsible (liable) for		
legal arrangements and you need very	the business finances. If something goes		
little money to set up the company	wrong, you run into debts or you go		
-you have full control over the business, make decisions how to run it and don't			
have to respond to anyone	-you cannot count on anyone else's expertise, viewpoint or capital to help		

- you don't have to share the profits with anyone else	-	
-the success of your business depends entirely on you	-you may find difficult to obtain a lo from a bank to improve or expand yo company. Banks consider sme companies to be risky	
	-if you have health or family problems your business may be seriously affected	

# Limited companies

A limited company is formed by two or more **shareholders**, that is to say, investors in the company. Any profit made by the company are divided among the shareholders in proportion to the amount they have invested: these payments are called "dividends".

If a limited company goes bankrupt, each shareholder is only liable for his original investment and not for his personal assets.

In England, there are two types of limited companies:

- a) **Private limited companies- LTD** (in Italian: Società a responsabilità limitata-Srl)
- b) Public limited companies- PLC (in Italian: Società per azioni-Spa)

The Private limited companies must have Ltd after their name, they cannot be quoted on the Stock Exchange, their shares can only be sold with the agreement of all the shareholders.

The Public limited companies must have PLC after their name, they can be quoted on the Stock Exchange, their shares can be sold without restrictions (to the general public)

## Joint Stock Companies

A joint-stock company is a business entity where different stokes can be bought and owned by shareholders. Each shareholder owns company stock in proportion, evidenced by his or her shares (certificates of ownership). This allows for the unequal ownership of a business with some shareholders owning a larger proportion of a company than others. Shareholders are able to transfer their shares to others without any effects to the continued existence of the company.

In modern corporate law, the existence of a joint-stock company is often synonymous with corporation (i.e. possession of legal personality separate from shareholders) and limited liability (meaning that the shareholders are only liable for the company's debts to the value of the money they invested in the company). And as a consequence, joint-stock companies are commonly known as **corporations** or **limited companies**.

# There are two kinds of joint stock companies:

PRIVATE LIMITED COMPANIES	PUBLIC LIMITED COMPANIES
They are owned by between two to fifty	They are very large companies. They
shareholders. They are usually small	have at least two shareholders but there is
companies and the shareholders are often	no upper limit, so they can have
members of the same family or friends.	thousands.
A family hotel, a football club will have	
this form of legal organization.	They must have a minimum share capital. Shares are freely transferable;
Shares are hold or sold privately (private	they are bought and sold on the Stock
limited companies) by direct agreement,	Exchange.
but they can normally be sold with the	
permission of the other shareholders.	

# There are different types of shares:

PREFERENCE	ORDINARY SHARES	FOUNDERS' SHARES
preferential treatment, their dividend is paid	Holders of these shares have no guaranteed income for their investment because they get paid last. Their dividend may be nothing, very low or very high depending on the fortune of the company. They have voting right at the shareholders' meeting and can change the management of the company.	belonging to the people who have founded the

i	
1	

## 7.5 Debentures

When companies need to obtain more capital, they can issue documents called *debentures*. Debentures have a fixed rate of interest. Investors buying debentures become creditors of the company and their interest is paid whether the company makes profit or not and before the shareholders' dividend. A debenture is thus like a certificate of loan or a loan bond evidencing the fact that the company is liable to pay a specified amount with interest and although the money raised by debentures becomes a part of the company's capital structure, it does not become share capital. Senior debentures get paid before subordinate debentures, and there are varying rates of risk and payoff for these categories. Debenture holders have no rights to vote in the company's general meetings of shareholders, but they may have separate meetings or votes, e.g. on changes to the rights attached to the debentures. The interest paid to them is a charge against profit in the company's financial statement

#### 7.6 Multinationals

Multinationals are business that own and control producing facilities in more than one countries. A company generally decides to "go global", that is to expand in other countries:

a) to expand its field of activities. This may be done through **merger**, acquisition or take-over operations resulting in the control of another company

A merger takes place	An acquisition is a simple	A take-over occurs when
when two companies	purchasing action. A	a company buys enough
"merge" together and a	company may buy a	shares of another company
new, larger and more	smaller company	to gain control of it
powerful company is	operating in the same	
formed	sector or a company	
	operating in a parallel field	La L
	to diversify its activity	

- b) to employ cheap labour
- c) to process raw materials found in the host country
- d) to meet the specific needs of each nation

- e) to compete successfully with rival companies on existing or potential market
- f) to take advantage of incentives offered by countries wishing to attract foreign investments (for example fiscal advantages).

Multinational companies have often been the target of adverse campaigns. The two main objections to the role of multinationals are:

- -the profit the companies make are not re-invested to improve the economy of local communities but are "brought home"
- -the bargaining power of these companies which employ thousands people is enormous. For example, the closing down of a plant may have a dramatic impact on the employment and the economy of a whole region. The result is that these companies can exert pressure on the political establishment of the host country to their advantage.

## 7.7 Publicly-owned business

Governments provide a variety of services and are usually the largest employers in any given country. Most of the services are provided for the public good and are financed through taxation.

Governments may however run enterprises which, like privately-owned companies, provide services or sell what they produce. The number of such companies depends on what types of economy the country has.

In centrally-planned economies all of the means of production are owned and run by the government who decides what and how much consumers need; production and distribution are arranged by central planning. Prices are not subject to the law of supply and demand but are set by the government and consumers cannot affect them.

free market economy, what services and goods are needed is dictated by market forces. The state only runs enterprises which are essential for the public interest, such as social or national security services. For example, in the USA railways are privately owned, as are services like electricity telephones. Schools may be entirely private or

In mixed economies governments provide services for the public interest and enterprises which may provide services manufacture goods. Public-owned enterprises are usually appointed by the government and therefore subject to political changes pressures.

owned by local councils	
financed through local	
taxation.	_

In the past in many European countries, governments used to own a lot of companies, but the trend in the past twenty years has been to privatize such companies. The companies have usually been turned into Public Limited Companies (PLC).

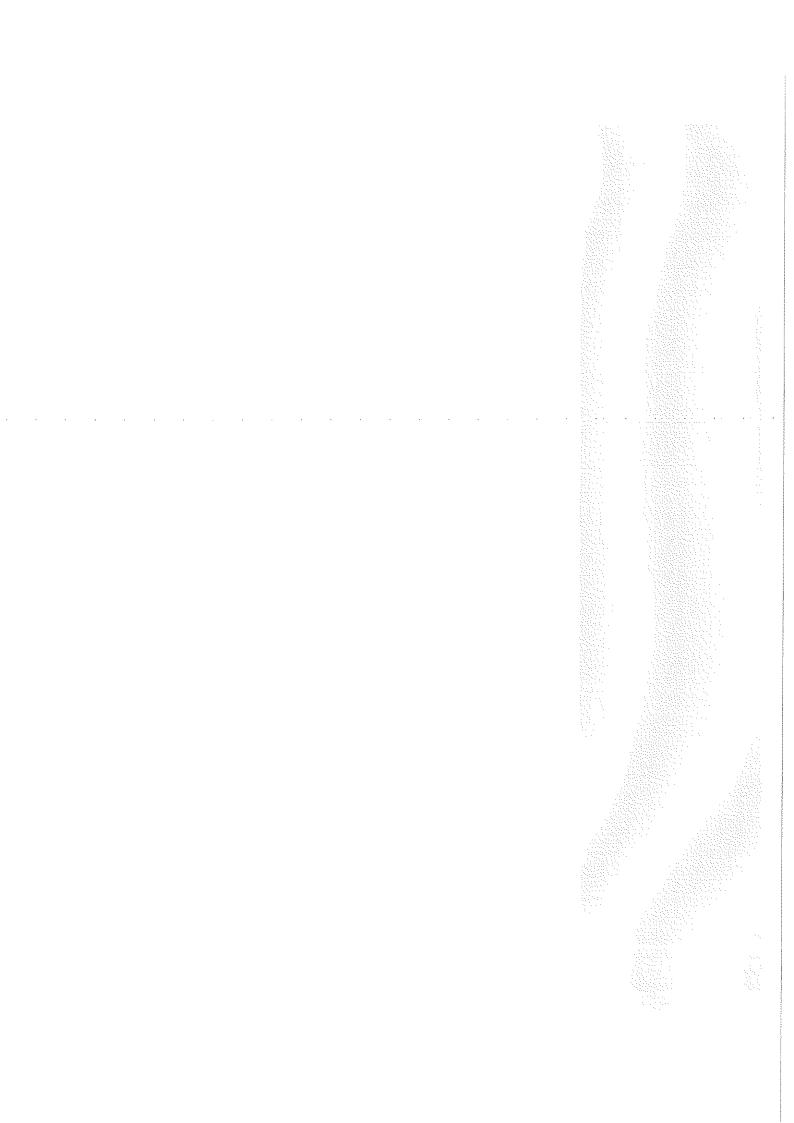
## 7.8 The structure of a company

In an enterprise, the chain and organization of business is usually the following:

- At the annual general meeting (AGM), shareholders elect the **Board of Directors**. The Board of Directors, headed by an elected Chairperson, is responsible for establishing the objectives and implementing the policies of the company;
- The Board of Directors appoints the **Managing Director** (called CEO, Chief Executive Officer in the USA) who is responsible for reaching the objective and implementing the policies set by the Board of Directors.

In the chain of command below the Managing Director varies from company to company and depends on what departments are established in the company. This is a possible **structure**:

	SHARE	HOLDERS	
	BOARD OF	DIRECTORS	
	MANAGIN	G DIRECTOR	
PRODUCTION DEPARTMENT	SALES AND MARKETING DEPARTMENT	FINANCE AND ACCOUNTING DEPARTMENT	HUMAN RESOURCES DEPARTMENT
Production Manager	Home sales manager	Chief Accountant	Human resources
Factory manager	Export sales manager	Administrative Manager	Staff Manager
Purchasing manager	Customer services manager		
Warehouse and			
Transport Manager	Marketing and Advertising Manager		



# Chapter 7

# Company law

## Activities

## 1 Vocabulary: word choice

These sentences deal with company formation and management. In each case, choose the correct word or phrase to complete them.

- 1 The constitution of a company *comprises /consists/ contains* of two documents.
- 2 The memorandum of association states / provides for / sets up the objects of the company and details its authorised capital.
- 3 The articles of association contain *arguments / provisions / directives* for the internal management of a company.
- 4 The company is governed by the board of directors, whilst the day-to-day management is delegated *upon / to / for* the managing director.
- 5 In some companies, the articles of association *make | give | allow* provision for rotation of directors, whereby only a certain portion of the board must retire and present itself for re-election before the AGM.
- 6 Many small shareholders do not bother to attend shareholders' meetings and will often receive proxy circulars from the board, seeking authorisation to vote *on the basis of* / in *respect of* / on *behalf of* the shareholder.

# 2 Here is a more comprehensive list of roles in company management. Match the roles (1-10) with their definitions (a-j)

- 1 auditor
- 2 company secretary
- 3 director
- 4 liquidator
- 5 managing director
- 6 official receiver
- 7 promoter

8 proxy

9 receiver

10 shareholder

a person appointed by a shareholder to attend and vote at a meeting in his/her place when the shareholder is unable to attend

b company director responsible for the day-to-day operation of the company

c person elected by the shareholders to manage the company and decide its general policy

d person engaged in developing or taking the initiative to form a company (arranging capital, obtaining personnel, making arrangements for filing corporate documentation)

e person appointed by the company to examine the company's accounts and to report to the shareholders annually on the accounts

f company's chief administrative officer, whose responsibilities include accounting and finance duties, personnel administration and compliance with employment legislation, security of documentation, insurance and intellectual property rights

g member of the company by virtue of an acquisition of shares in a company

h officer of the court who commonly acts as a liquidator of a company being wound up by the court

i person appointed by creditors to oversee the repayment of debts

j person appointed by a court, the company or its creditors to wind up the company's affairs

# 3 Choose the phrases which correspond to each paragraph

A big company structure — Responsibilities of people running a company— A kind of company run by a unique owner— A definition of a company – A kind of company formed by different people

1)	
<b>1</b> • •	tion whose aim is to pursue set objectives. Its members, right to participate in the dividends (a proportionate
	gal organization entities: the sole trader who runs his t is, with no other shareholders.
3)	
• • • •	the shareholders will lose only what they have invested and will not lose other property that they own;
4)	
Corporation of the British Stee distinct from that of its member continues in existence irrespect Its independent existence and s	any or a public organization such as the Sony Il Corporation. A corporation has a legal personality is or those who control it. Moreover, a corporation tive of the death or expulsion of any or all its members. is at once the corporation is created by law, it will innulled or dissolved by law.
5)	
	fined by the Partnership Act, 1980, as the relation arrying on business in common with a view of profit.
4 Match the roles in company	y management (1-7) with their definitions (a-g)
1)Director	a) a person appointed by the shareholders

	to attend and vote in place of the shareholders at a company meeting
2)Liquidator	b) someone with a high position in a company, dealing with legal and administrative matters
3)Auditor	c) a person appointed by a court, the company or its creditors to wind up the company's affairs.
4)Shareholder	d) the person in charge of the daily management of the company.
5)Managing director	e) a person who controls the company and decides its general policy
6) Proxy	f) a person appointed by the company who checks that the company's accounts are true and honest
7) Company secretary	g) person who owns shares in the company.

# 5 Complete the sentences using the roles in management

1. If you have consulted the	and confirmed that he is able and
willing to vote for you, he does not have to	o sign any form.

2. Our board of	meets every	three months t	o discuss
strategy.			

_	COL 1			 * . 4 1
-	The chare	nrice went im	then the new	was annointed
J.	The share	DITCO WOIL UD.	LITOIT LITO TICKY	 WAS APPOINTED.

4.	The	has alrea	dv	checked	the	files.
	1110	1140 0011 000	~			

- 5. The bid was accepted by 85% of the .....
- 6. Under pressure from the ....., the company had to increase its reported loss for the year.
- 7.The ...... are unlikely to pay more than 10 pence on every pound owed by the failed bank.

# 6 AGM (Annual General Meeting)

Fill in the gaps using the words below. Pay attention: you need just 7 words to complete the paragraph.

Directors Dividend Shareholders Meeting Law Strategy Liquidators Chairman

Accounts	Auditors	shoulded Medical Process			
sharehold		)			where the nd the Board of c)
At AGM t	he company's	s d)	the amount o	are present	nted, the e)
		oy g)			
		llowing verbs (1			n (a-j)
1)	Make		a) a stra	ategy	
2)	Appoint		b) bank	crupt	
3)	Attend		c) a pro	ofit	
4)	Make		d) an a	dmission card	meeting
5)	Take		e) strik	e	
6)	Sign		f) a me	eting	
7)	Discuss		g) a pro	оху	
8)	Meet		h) a mi	stake	
9)	Go on		i) a pos	sition	
10)	Go		j) a dea	adline	
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bega spok livel 'firs serv third	an with a 1 cesperson from ly discussion t come, first sice canteen w I of those pres	·	_ session in ch a large3 _ to parking. A nd only received that senior	small groups, its three n  A proposal to hived the 4  management	nain proposals. A supported a lave a new self of a would decide

		41.5
<ol> <li>He'll do anything to avoid</li> </ol>		
2. It's important to reach		
3. It's time for us to make up		
-	_	
4. Have you made		
5. Don't bother expressing		
6. Rule on is never to make		
<ol><li>They finally reached</li></ol>		
<ol><li>She is very good at evaluating</li></ol>		
a) A consensus at today's meeting		
b) Ideas and presenting clear summaries	$(\mathbf{x}_{i}, \ldots, \mathbf{x}_{i}) = (\mathbf{x}_{i}, \ldots, \mathbf{x}_{i}) = (\mathbf{x}_{i}, \ldots, \mathbf{x}_{i}) = (\mathbf{x}_{i}, \ldots, \mathbf{x}_{i})$	
c) A concession without getting something	or in potum	
- ·	g in return	
d) A compromise, which pleased nobody		
e) A decision about my holiday request?		
f) A confrontation. He hates arguments		
g) Our minds about which system to adop	t	
h) An opinion. He just expects you to agree	ee	
10 Put the letters in brackets in the righ	t order to find words that match these	
definitions:		
	(urnfotwrda)	
1) To suggest an idea:		
<ol> <li>To suggest an idea:</li> <li>General agreement between peop</li> </ol>	ple(oenscsnus)	
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To deliver		
	To deliver	

12 David Harper is discussing progress of his company's new website with his assistants. Complete their conversation with word and phrases from the list.

take to in the long term	everyone chances are that how long will it over the next expect in the short term tep by the end of
David: So, 1	? Are we still on schedule?
Ines: Yes, I think so. The layout has b	
David: That's good to hear. And wha	t about the photographs?
Ines: we 2	a choice of the images by the end
of the week.	
David: And how's it going with the o	nline payment side of things, Marco?
Marco: Well, as you know,3	the site
will just give information, but 4	it will have
online payment.	
David: 5	get this up and running?
Marco: Well, we 6	it ready 7
	_ November.
David: So, remind me, how are we 8_	about the
new site?	
Ines: Well, we've printed details on o	ur bags and wrapping paper and all our emails
have the address.	
David: So what about the 9	?
Marco: Well, 10	few months we
need to monitor the number of visitor	s to the site and make sure that search engines
start to pick us up.	
David: That's great work the two of y	ou. I think everything is on track. The
11thi	s will give the business the boost we need.
13 Match the people (1-6) with their	
1 shareholder	a. is chosen by the board and manages the

		whole company
2	President	b. is in charge of testing products and ensuring that they are of the correct standard
3	Board of directors	c. is responsible for dealing with complaints from clients
4	Managing director	d. is the head of the company and organizes meetings of the board
5	Customer services manager	e. owns the company and chooses the board of directors
6	Quality control manager	f. represents the shareholders and decides on general company policy

# 14 Which word corresponds to the definition?

Account to appoint assets bankrupt bill board of directors branch corporation entrepreneur to expand facilities found fund headquarters labour liable loan managing director merger partner to run a business to set up share to share shareholder skill stick strike takeover trader warehouse

2.	The person responsible for the day-to-day management of a company.
	The total quantity of a product that a company has available for sale.
4.	The acquisition of a company by buying the majority of its share.
5.	The place where the top management of a company has its offices.
	The place where the top management of a company has its offices.  What a worker or employee can do.
6.	The place where the top management of a company has its offices.  What a worker or employee can do.  To direct an enterprise.
6. 7.	What a worker or employee can do.

1 The board decided to James Howard as the firm's new Managing Director.	
2 Our company wants to by opening new branches in the USA.	
3 The two firms agreed to all the expenses of setting up a joint venture.	
4 If you are a sole trader, you have to the business on your own.	
5 In 1994 Steven Spielberg decided to his own film company called DreamWorks.	
6 A few years ago there was a between two of the biggest banks in Italy.	
7 The partners in a partnership are for the debts of the business.	
8 If the business goes bankrupt, the partners could lose their personal	
16 True or False?	
1 A business owner with unlimited liability may have to sell his own home to pay business debts.	
2 Because of its simplicity, it is easy for a sole trader business to expand.	
3 In a partnership all partners always have unlimited liability.	
4 Partners always share the profits of a partnership equally between them.	
5 There is no limit to the number of members in a cooperative.	
6 Everybody who works in a cooperative is a member and can vote on policy.	
7 Small businesses often join together in a cooperative to increase their bargaining power.	

17 Read the text and then match the beginning of each sentence (1-7) with the correct ending (a-g)

# MULTI-NATIONAL COMPANIES<sup>1</sup>

Commento [RM1]: Adapted from www.cambridgeenglish.org/exams/ile

Globalization is creating a trend towards fewer and bigger companies. This is mainly because of the cost of developing sophisticated new products: research and development costs for a new car, plane, pharmaceutical product etc. require enormous investment. Once product have been developed, marketing them around the world is also expensive and complex, involving large-scale advertising campaigns and distribution networks. In many cases only very large companies, which benefit from significant economies of scale, are able to compete effectively. This creates pressure for companies to merge or take over rivals. As result, many large business have become multi-national (also known as trans-national) companies. A multi-national is a company which not only sells but also produces its goods or services in more than one country. They usually have a central holding company, based in their headquarters, which owns subsidiary companies located around the world. Having subsidiaries in other countries benefits multi-nationals in a variety of ways. They can:

- -take advantage of cheaper local labour;
- -avoid a country's restrictions on imports by producing inside that country;
- -be near raw materials and cut down on transport costs;
- -use local knowledge and make products specifically for the local market;
- -take advantage of incentives for foreign investment from local governments and lower taxes;
- -expand by taking over local companies.
- 1. globalization creates problems for smaller companies.....
- 2. globalization benefits large companies......
- 3. a multi-national can expand easily......
- 4. a multinational can get around trade barriers......

<sup>&</sup>lt;sup>1</sup> Cfr. www.cambridgeenglish.org/exams/ilec

- 5. A multinational can reduce transport costs.....
- 6. A multinational can get financial support from governments.....
- a. by taking over small local firms
- b. because they can take advantage of economies of scale
- c. by taking advantage of incentives for foreign investment
- d. by producing goods inside countries which restrict imports
- e. because developing and marketing products worldwide may be too expensive for them
- f. by moving production near sources of raw material

18 Read the following definition of the World Trade Organization, taken from its website. Use the words in the box to form one word which fits in the same numbered gap in the text

1 predict 2 frame 3 oblige 4 prosper 5 account 6 virtual 7 settle

## World Trade Organization

The World Trade Organization (WTO) exists to create the conditions in which trade
between nations flows as smoothly, 1 and
freely as possible. To achieve this, the WTO provides and regulates the legal 2
which governs world trade. The legal
documents of the WTO spell out the various 3 of
member countries. The result is assurance. Producers and exporters know that foreign
markets will remain open to them, which in turns leads to more 4
peaceful and 5 economic world.
6 all decisions in the WTO are taken by consensus
among all member parliaments. Trade friction is channeled into the WTO's dispute
7 process, where the focus is on interpreting
agreements and commitments and ensuring that countries' trade policies operate in
conformity with them.