



Companies Act 1985

1985 CHAPTER 6

PART IX

A COMPANY'S MANAGEMENT ; DIRECTORS AND SECRETARIES ; THEIR QUALIFICATIONS, DUTIES AND RESPONSIBILITIES

Officers and registered office

286 Qualifications of company secretaries

- (1) It is the duty of the directors of a public company to take all reasonable steps to secure that the secretary (or each joint secretary) of the company is a person who appears to them to have the requisite knowledge and experience to discharge the functions of secretary of the company and who—
- (a) on 22nd December 1980 held the office of secretary or assistant or deputy secretary of the company; or
 - (b) for at least 3 of the 5 years immediately preceding his appointment as secretary held the office of secretary of a company other than a private company ; or
 - (c) is a member of any of the bodies specified in the following subsection; or
 - (d) is a barrister, advocate or solicitor called or admitted in any part of the United Kingdom ; or
 - (e) is a person who, by virtue of his holding or having held any other position or his being a member of any other body, appears to the directors to be capable of discharging those functions.
- (2) The bodies referred to in subsection (1)(c) are—
- (a) the Institute of Chartered Accountants in England and Wales;
 - (b) the Institute of Chartered Accountants of Scotland ;
 - (c) the Chartered Association of Certified Accountants;
 - (d) the Institute of Chartered Accountants in Ireland;
 - (e) the Institute of Chartered Secretaries and Administrators;
 - (f) the Institute of Cost and Management Accountants;

- (g) the Chartered Institute of Public Finance and Accountancy.