Meenakshi Associates
CORPORATE ADVISORY LLP

EXECUTIVE TRAINING PROGRAMME

Founders' Training *Programme*

Company Law Compliance, Management, Agreements & Governance — the legal know-how every leader needs to build, fund and run a company with confidence.

- Companies Act, 2013
- Board & Secretarial Practice
- Fundraising & SHAs
- Commercial Contracts
- Corporate Governance

15	10	20 Dec
HOURS LIVE	LIVE SESSIONS	BATCH STARTS

DESIGNED FOR

Startup Founders
Company Directors
CEO · COO · CFO
Senior Management Teams

Trainer
CS Bilu Balakrishnan
LLB, FCS

Batch starts
20 December 2026

Delivery
Live online · 10 × 1.5 hrs

Award
Certificate of Completion

Compliance is not paperwork.
It is leadership.

Directors and senior executives carry personal legal responsibility for how a company is run. Missed filings, poorly drafted agreements and weak board processes can mean penalties, disqualification, lost funding rounds and founder disputes. This programme gives leaders a practical, end-to-end understanding of company law and governance — taught by practitioners, built around real situations.

01

Comply

Know every annual and event-based obligation and who owns it.

02

Manage

Run board and shareholder meetings the right way.

03

Agree

Read, negotiate and protect yourself in key agreements.

04

Govern

Build controls and a board culture that investors trust.

WHO SHOULD ATTEND

Startup Founders
Early-stage to growth-stage, pre- or post-funding

Company Directors
Executive, non-executive & independent

CEO & COO
Leaders accountable for operations & risk

CFO & Finance Heads
Owners of filings, capital & controls

Senior Management
Function heads who sign and approve

Aspiring Board Members
Professionals preparing for board roles

WHAT YOU WILL BE ABLE TO DO

- Choose and set up the right business entity
- Understand your duties and personal liability as a director
- Run compliant board meetings, AGMs and resolutions
- Keep a clear compliance calendar and avoid penalties
- Structure fundraising, ESOPs and the cap table
- Negotiate term sheets, SHAs and commercial contracts
- Put governance, risk and control frameworks in place

WHY THIS PROGRAMME

- Built for decision-makers, not just compliance staff
- Practical: case studies, mock board meeting, live negotiation exercise
- Covers the full company lifecycle, from incorporation to exit
- Ready-to-use templates and checklists to take back to work
- Taught by a practising Company Secretary with 20+ years of advisory experience
- Live, interactive online sessions with open Q&A

Ten sessions. *Fifteen hours.*

Ten live online sessions of 90 minutes each. Every session combines concepts, real cases and practical tools.

01 Choosing & Setting Up the Entity — 1.5 HRS

- Pvt Ltd vs LLP vs OPC: choosing the right form
- MoA & AoA: drafting choices that matter
- DPIIT startup recognition and its benefits
- Post-incorporation must-dos

02 Directors: Roles, Duties & Liabilities — 1.5 HRS

- Fiduciary duties under Section 166
- DIN, KYC, disqualification & vacation of office
- Executive, non-executive & independent directors
- "Officer in default", personal liability, D&O insurance

03 Board & Shareholder Meetings — 1.5 HRS

- Secretarial Standards SS-1 & SS-2
- Notice, quorum, agenda & minutes
- Resolutions by circulation; virtual meetings
- AGM / EGM; ordinary vs special resolutions

04 The Compliance Calendar — 1.5 HRS

- Annual filings: financial statements & annual return
- Event-based filings and statutory registers
- Beneficial ownership, deposit & MSME returns
- Penalties, compounding & avoiding strike-off

05 Capital Structuring & Fundraising — 1.5 HRS

- Equity, preference shares, CCPS, CCDs, convertible notes
- Private placement & rights issues; valuation
- ESOPs, sweat equity & cap table management
- FDI / FEMA reporting for foreign investment

06 Founder & Investor Agreements — 1.5 HRS

- Founders' agreement, vesting & IP assignment
- Term sheets, SHA & SSA
- ROFR, tag/drag-along, anti-dilution, liquidation preference
- Reserved matters; aligning SHA with AoA

07 Commercial Contracts Essentials — 1.5 HRS

- NDAs, MSAs, SaaS, vendor & customer contracts
- Employment & consultancy agreements
- Non-competes, indemnity, limitation of liability
- Arbitration clauses, stamp duty & e-signatures

08 Corporate Governance & Risk — 1.5 HRS

- Board composition & committees
- Related party transactions & conflicts of interest
- CSR applicability; internal financial controls
- Vigil mechanism, auditors & board evaluation

09 Regulatory Landscape Beyond Company Law — 1.5 HRS

- FEMA; GST & income tax for management
- Labour Codes & POSH compliance
- Data protection under the DPDP Act
- IP protection; sectoral regulators (RBI, SEBI)

10 Exits, Restructuring & Capstone — 1.5 HRS

- Share transfers, secondary sales & M&A due diligence
- Mergers (incl. fast-track), buybacks, IBC basics
- Voluntary closure; IPO / SME listing readiness
- Capstone case study + open Q&A

Learn from a *practitioner.*

BB

CS Bilu Balakrishnan

LLB · FCS · COMPANY SECRETARY

Founder & Senior Advisor, Meenakshi Associates Corporate Advisory LLP

Bilu is a Fellow Member of the Institute of Company Secretaries of India with more than two decades of experience advising startups and established companies on corporate structuring, governance, complex agreements, capital raising and cross-border matters. He works with businesses across South India and the UAE, and with clients that have interests in the UK and Malaysia. He also holds master's degrees in Financial Management and Human Resources Management, is a Certified CSR Professional (ICSI), a member of The Institute of Internal Auditors, and a registered Independent Director in the IICA Independent Directors' Databank. He founded Agreementa, a business-focused approach to legal agreements.

20+
Years in corporate & compliance advisory

100+
Technical sessions for professional bodies & founder forums

India · UAE
Practice across South India and the UAE

Corporate structuring & governance | Founders' & shareholders' agreements | Capital raising & investor documents | FEMA, FDI & cross-border | Shareholder & director disputes | M&A & share purchases | Software / SaaS IP strategy | Board effectiveness

PROGRAMME FORMAT

10 sessions	1.5 hours	15 hours	Online
Live and interactive	Per session	Total learning time	Join from anywhere

TAKE-HOME TOOLKIT

C
Compliance Calendar
Annual and event-based filing tracker

B
Board Meeting Checklist
Notice-to-minutes workflow

T
Term-Sheet Red Flags
Clauses to question before signing

L
Contract Clause Library
Model indemnity, liability & dispute clauses

Key dates & *fees.*

20 Nov 2026
Registrations open

30 Nov 2026
Early-bird fee closes

20 Dec 2026
Batch commences

PROGRAMME FEE

For Startups
Early-stage and DPIIT-recognised startups

EARLY BIRD	REGULAR
₹2,999	₹3,999
Register by 30 Nov 2026	From 1 Dec 2026

For Other Companies
Established companies & their teams

EARLY BIRD	REGULAR
₹3,999	₹4,999
Register by 30 Nov 2026	From 1 Dec 2026

Seats are reserved only on full upfront payment of the fee. Sessions are kept small to stay interactive.

HOW YOU WILL LEARN

Real case studies
Director liability, founder disputes, investor exits

Mock board meeting
Run a meeting from agenda to signed minutes

Negotiation exercise
Negotiate a term sheet in small groups

Meenakshi Associates
CORPORATE ADVISORY LLP

Reserve your *seat.*

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BATCH STARTS
20 December 2026

CERTIFICATE
Certificate of Completion

Meenakshi Associates Corporate Advisory LLP · Sowparnika, Sivapuri Lane, Mannanthala, Thiruvananthapuram, Kerala 695 015. The programme covers the Indian legal framework and is updated for recent amendments before the batch starts.

REGISTER NOW →