

## **APPENDIX 1**

### **List of Companies Included in Sample**

1. AMWAY (M) HOLDINGS BHD
2. AIC CORPORATION BHD
3. ADVANCE SYNERGY BHD
4. A&M REALTY BHD
5. AJINOMOTO (M) BHD
6. BATU KAWAN BHD
7. BERJAYA GROUP BHD
8. CYCLE & CARRIAGE BINTANG BHD
9. DAIMAN DEVELOPMENT BHD
10. FRASER & NEAVE BHD
11. KUMPULAN GUTHRIE BHD
12. KUMPULAN FIMA BHD
13. KRIS COMPONENTS BHD
14. KWANTAS CORPORATION BHD
15. HONG LEONG INDUSTRIES BHD
16. INDUSTRIAL CONCRETE PRODUCTS BHD
17. LATITUDE TREE HOLDINGS BERHAD
18. MALAKOFF BERHAD
19. MALAYSIAN OXYGEN BERHAD
20. MALAYSIAN PACIFIC INDUSTRIES BERHAD
21. MATSUSHITA ELECTRIC CO. (M) BERHAD
22. MIECO CHIPBOARD BERHAD
23. PARAMOUNT CORPORATION BERHAD
24. PELANGI BERHAD
25. SIME DARBY BERHAD
26. SCB DEVELOPMENT BERHAD
27. SUNWAY CITY BERHAD
28. TENAGA NASIONAL BERHAD
29. TANCO HOLDINGS BERHAD
30. TEXCHEM RESOURCES BERHAD

# APPENDIX 2

## VOLUNTARY DISCLOSURE SCORE SHEET

Co Name

		1998		2002	
		Actual Score		Actual Score	
<b>(S) Strategic Information</b>					
<b>(S-1) General Corporate Information</b>					
1	Mission Statement	1	0	1	0
2	Brief history of company	1	0	1	0
3	Organisational structure/chart	1	0	1	0
4	Description of management	1	0	1	0
5	Identification of senior management & their functions	1	0	1	0
6	General description of business/activities	1	0	1	0
7	Principal products/plants	1	0	1	0
8	Principal markets	1	0	1	0
<b>(S-2) Corporate Strategy</b>					
9	Statement of corporate goals or objectives	1	0	1	0
10	Current strategy	1	0	1	0
11	Impact of strategy on current results	1	0	1	0
12	Future strategy	1	0	1	0
13	Impact of strategy on future results	1	0	1	0
<b>(S-3) Research &amp; Development</b>					
14	Corporate policy on research & development	1	0	1	0
15	Location of research & development activities	1	0	1	0
16	Number employed in research & development	1	0	1	0
<b>(S-4) Future prospects</b>					
17	Capital Expenditure planned	1	0	1	0
18	R&D Expenditure forecast	1	0	1	0
19	Forecast of sales/profit	1	0	1	0
20	Forecast of cash flows	1	0	1	0
21	Assumptions underlying the forecast	1	0	1	0
22	Order book or backlog information	1	0	1	0
<b>Sub-total(S)</b>					
<b>(N) Key non-financial Information</b>					
<b>(N-1) Information About Directors</b>					
23	Age of the directors	1	0	1	0
24	Educational qualifications	1	0	1	0
25	Commercial experience of the executive directors	1	0	1	0
26	Other directorship held by executive directors	1	0	1	0
<b>(N-2) Employee Information</b>					
27	Amount spent on training	1	0	1	0
28	Nature of training	1	0	1	0
<b>Sub-total(N)</b>					
<b>(F) Financial Information</b>					
<b>(F-1) Key Performance Indicators</b>					
Historical figures for last five years or more					
29	Turnover	1	0	1	0
30	Profit	1	0	1	0
31	Shareholders' funds	1	0	1	0
32	Earnings per share	1	0	1	0
33	Total Assets	1	0	1	0
<b>(F-2) Financial Ratios</b>					
34	Return on shareholders' funds(ROE)	1	0	1	0
35	Return on assets	1	0	1	0
36	Gearing ratio	1	0	1	0
37	Cashflow ratio	1	0	1	0
38	Liquidity ratio	1	0	1	0
39	Net tangible assets per share	1	0	1	0
40	Dividend per share	1	0	1	0
41	Other ratios	1	0	1	0
<b>(F-3) Segmental Information</b>					
42	Competitor analysis - qualitative	1	0	1	0
43	Competitor analysis - quantitative	1	0	1	0
44	Market share analysis - qualitative	1	0	1	0
45	Market share analysis - quantitative	1	0	1	0
<b>Sub-total(F)</b>					
<b>BOARD COMPOSITION</b>					
<b>ROLE DUALITY</b>					
<b>FAMILY MEMBERS ON BOARD</b>					

## APPENDIX 3

### A Study on the Extent of Voluntary Disclosures in Annual Reports by Public Listed Companies

By

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**INSTRUCTION: Please fill in the boxes**

Name of Company:

For the financial year ended 1998:

1. Board Composition:

- Number of Independent Non-Executive Directors
- Number of Non-Independent Non-Executive Directors
- Number of Executive Directors

2. Family members on board:

- Existence of any directors with family relationship to any other directors or major shareholders of the company (Please circle) Yes/No
- If, yes number of family members on board

This information is strictly confidential and will only be used for the research project. Individuals will not be identified in the report. Your cooperation is greatly appreciated. Thank you.

Kindly fax the completed form to:

**DR. ZAKIAH SALEH  
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