



WHISTLEBLOWER REPORT FORM

Please provide the following details for any suspected serious misconduct or any breach or suspected breach of law or regulation that may adversely impact the Company and submit directly to any of the Whistleblower Committee members. Please note that you may be called upon to assist in the investigation, if required.

Note: Please follow the guidelines as laid out in the Whistle blowing Policy

REPORTER'S CONTACT INFORMATION <i>(This section may be left blank if the reporter wants to be anonymous)</i>	
NAME/BADGE NO.	
DESIGNATION	
DEPARTMENT/OPERATION	
CONTACT NUMBER	
E-MAIL ADDRESS	
SUSPECT'S INFORMATION	
NAME/BADGE NO.	
DESIGNATION	
DEPARTMENT/OPERATION	
CONTACT NUMBER	
E-MAIL ADDRESS	
WITNESS(ES) INFORMATION <i>(if any)</i>	
NAME/BADGE NO.	
DESIGNATION	
DEPARTMENT/OPERATION	
CONTACT NUMBER	
E-MAIL ADDRESS	
ALLEGATION NO.	



Whistle Blowing Policy

COMPLAINT: Briefly describe the misconduct / improper activity and how you know about it. Specify what, who, when, where and how. If there is more than one allegation, number each allegation and use many pages as necessary.

1. What misconduct / improper activity occurred?

2. Who committed the misconduct / improper activity?

3. When did it happen and when did you notice it?

4. Where did it happen?

5. Is there any evidence that you could provide us?*

6. Are there any other details or information which could assist us in the investigation?

7. Do you have any other details or information which would assist us in the investigation?

8. Any other comments?

Date:

Signature (Optional):

Note: *- You SHOULD NOT attempt to obtain evidence for which you do not have a right of access since whistleblowers are 'reporting parties' and NOT 'investigators'.



Whistle Blowing Policy

<i>For Whistleblower Committee Use</i>	<i>Report No.</i>
Received By:	Received On:
	Acknowledgement Sent On:
Investigation Required (Yes / No)? <i>(If no, please state the reason)</i>	
Investigation Done By:	
Investigation Results:	
Action Taken / Conclusion:	
Reported to Whistleblower Committee Chairman on:	
Signed Off by:	