



ELEGANT WORLD GROUP OF COMPANIES WHISTLEBLOWING POLICY

APPENDIX A: WHISTLEBLOWING REPORT

A. PERSONAL PARTICULARS OF PERSON SUBMITTING THIS REPORT		
Full Name (as per NRIC)		
Contact No.	Personal Mobile:	Office:
Email Address		
B. DETAILS OF THE ALLEGED VIOLATOR		
Employee 1		
Name		
Corporate Title/Position		
Department		
Employee 2		
Name		
Corporate Title/Position		
Department		
C. DETAILS OF WITNESS (IF ANY)		
Name		
Corporate Title/Position		
Department		
D. DETAILS OF ALLEGED IMPROPER CONDUCT		
<p>Please provide details of the nature of Improper Conduct, where (location) and when (date & time) the alleged Improper Conduct took place.</p>		



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Please state the supporting documents, witnesses or evidence to substantiate your disclosure to facilitate the investigation. You may attach the relevant documents.

E. DECLARATION

I declare that all the information provided in this Report are made voluntarily and the information is true, correct and complete to the best of my knowledge. I will ensure that my participation in this matter will be kept confidential and I do understand that the information and documents provided herein will be used throughout the investigation process.

Signature:

Full Name:

Date:

For office use only	Date Received	
	Committee who received this report	