



TALAM TRANSFORM BERHAD (1120-H)

REPORT OF IMPROPER CONDUCT, WRONGDOINGS, CORRUPTION, FRAUD, WASTE AND/OR ABUSE

Type or complete in ink and return this form to:

Encik Zakaria Bin Saparon
Head of Internal Audit Department
Unit 17.02, Level 17, Menara Maxisegar,
Jalan Pandan Indah 4/2
Pandan Indah
55100 Kuala Lumpur
Malaysia
Phone: +603-42902272
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E-mail: zakaria@ttransform.com.my

- 1. Name of the person(s) you are reporting

- 2. Name of the division/department in which that person works.

- 3. Please provide a summary of the alleged improper conduct, wrongdoings, corruption, fraud, waste and/or abuse that you are reporting.

- 4. Please attach a separate narrative if necessary, as well as **documentation to support your claim.**

5. Provide information on relevant witnesses, if any, including email, telephone and/or the best way to get in touch with them.

Witness #1

Name: _____

Email: _____

Phone No: _____

Witness #2

Name: _____

Email: _____

Phone No: _____

Any additional information concerning these witnesses:

6. If possible, please provide dates (month, day, year) that the alleged activity occurred

7. Please explain why you believe the person you are reporting has committed these acts knowingly, willingly and intentionally.

8. We would like to know how the alleged activities came to your attention (if you have not already done so in the summary); however, this is optional for you to report this.

9. Please provide any other information you may find relevant.

10. We will not document information concerning your name if you wish to remain anonymous, however, if you do not want to be anonymous, please provide your name, phone number and email

Your Name: _____

Your Phone No: _____

Your Email: _____

*If you decide to remain anonymous, please contact us within two weeks of your report, because we may need additional information concerning the alleged activities reported by you.

Thank you.