

WHISTLEBLOWER FORM

You should raise any genuine concerns about any improper conduct or wrongful act (“Improper Conduct”) involving HLA Holdings Sdn Bhd (“HLAH”) and/or any person associated with HLAH through whistleblowing-hlah@hla.hongleong.com.my. Concerns on your personal position or your employment, should be raised through HR grievance procedures, and not through this Whistleblower Form.

YOUR RELATIONSHIP WITH HLAH	Please tick all applicable: Employee: <input type="checkbox"/> Non-Employee: <input type="checkbox"/>	
	NON-EMPLOYEE: Please specify your relationship. Please include your employer’s details if your employer provides services to or otherwise has a business relationship with HLAH.	
YOUR FULL NAME		
NAME OF YOUR EMPLOYER		
YOUR STAFF ID <i>(if an employee of HLAH)</i>		
YOUR DEPARTMENT		
YOUR POSITION / DESIGNATION		
YOUR CONTACT DETAILS	Address:	Telephone:
		Email:
DETAILS OF YOUR CONCERNS (please provide as much information as possible)		

DESCRIPTION OF IMPROPER CONDUCT:

(use the additional information sheet, if necessary)

WHERE DID THE IMPROPER CONDUCT OCCUR?

WHEN DID THE IMPROPER CONDUCT OCCUR?

NAME AND POSITION OF PERSON(S) INVOLVED:

DETAILS OF ANY WITNESS(ES):

**DID YOU REPORT THE IMPROPER CONDUCT TO ANY AUTHORITIES? IF YES,
PLEASE GIVE DETAILS:**

SUPPORTING DOCUMENT(S) ATTACHED (Please tick)? Yes No

ADDITIONAL INFORMATION SHEET

ANY ADDITIONAL INFORMATION:

Provide any further details you think may be relevant, for example, whether you approached the person(s) concerned, any financial impact to HLAH, etc.