

UAS LTD WHISTLEBLOWING REPORT FORM

Whistleblower's details <i>(You are encouraged to put your name(s) as concerns expressed anonymously would be less credible and may make the investigation efforts more difficult. Investigations may only be done for anonymously lodged cases at the discretion of UAS and depending on the seriousness of the issues raised)</i>
<ul style="list-style-type: none">• Name:• Position/Designation:• Division/Department:• Contact number:• Email address:
Alleged Party's details
<ul style="list-style-type: none">• Name:• Position/Designation:• Organisation:• Division/Department:• Contact number:• Email address:
Witness' details (If any)
<ul style="list-style-type: none">• Name:• Position/Designation:• Organisation:• Division/Department:• Contact number:• Email address:
Concern/Complaint
1. Please select the most appropriate category for this report: <ul style="list-style-type: none">a. Financial and non-financial administrative malpracticeb. Fraud or deliberately including false or incorrect information in the preparation, evaluation, review, audit of financial accounts and recordsc. Impropriety, corruption, bribery or blackmail, theft and/or abuse of the University's properties or resources for personal benefitsd. Criminal offences or conduct in breach of laws and regulationse. Conflict of interest without disclosuref. Intentional provision of incorrect information to the publicg. Wilful suppression or concealment of any relevant information relating to wrongful practicesh. Breach of or failure to comply with the University's Code of Conduct policyi. Any other serious improper matters which may cause financial or non-financial loss to the University or damage the University's reputationj. Others – please specify:
2. What misconduct occurred?

3. Who committed the misconduct?
4. When did the misconduct happen and when did you notice it?
5. How were you made aware of this incident? If the information on the incident was provided through an external source, please provide details.
6. Where did the misconduct happen?
7. Have you approached the person(s) who committed the misconduct? If yes, what did the person(s) say?
8. Has this incident occurred before? If yes, please provide details (frequency, estimated date(s), etc.).
9. Are there any physical/electronic documents or materials or any other evidence of the incident (e.g. photographs, videos and screenshots)? If yes, please describe them briefly and where applicable/appropriate, please provide the documents/evidence by attaching soft copies. If required, we can also arrange to receive the documents/ materials/ evidence from you in person.
10. Were other people involved? If yes, who are they?
11. Do you have any other details or information which would assist us in the investigation? If yes, please provide details.
12. Have you reported the incident internally or through any other channels? If yes, to whom have you made the report?
13. What (if any) is the estimated monetary value involved in Singapore Dollars?