

**WHISTLEBLOWER REPORT FORM**

If you suspect or have actual knowledge of any serious malpractice, wrongdoing or impropriety that may adversely impact CQ and/or its subsidiaries, please provide the following information :

<b>SECTION 1</b>	
<b>WHISTLE BLOWER INFORMATION</b>	
Name	
Designation	
Department / Organization* <i>(* If CQ subsidiary or external stakeholders)</i>	
State your association with CQ and/or its subsidiaries	
Contact number	
Email address	
<b>SECTION 2</b>	
<b>SUBJECT(S) INFORMATION</b>	
Name(s)	
Designation(s)	
Department / Organization* <i>(* If CQ subsidiary or external stakeholders)</i>	
Contact number	
Email address	
<b>SECTION 3</b>	
<b>WITNESS(S) INFORMATION (If any)</b>	
Name(s)	
Designation	
Department / Organization* <i>(* If CQ subsidiary or external stakeholders)</i>	
Contact number	
Email address	
<b>SECTION 4</b>	
<b>DETAILS OF THE COMPLAINT(S) :</b>	
1.	What misconduct/improper activity occurred (eg. fraud, theft, conflict of interest, violation of law and briefly describe the misconduct/improper activity)?
2.	Who committed the misconduct/improper activity?
3.	When did it happen and when did you notice it?

4.	How did the subject(s) of this complaint carry out the activity?
5.	Name(s) of organization/individual staff involved in the activity?
6.	Where did the incident occur (provide specific location, where possible)?
7.	Is it ongoing? How frequently has it occurred?
8.	How did you become aware of the alleged improper activity?
9.	Please list and/or attach any documents/evidence you are aware of which supports your allegation :
10.	Please provide any additional details of the incident that would be useful to investigators :
Date :	
Signature :	

**Notes :**

1. *Please submit this completed form via email to any of the person(s) set out in the CQ Whistleblower Policy & Procedures document ("Policy").*
2. *Please note that you may be called upon to assist in the investigation, if required.*
3. *As set out in the Policy, CQ treats all the above disclosures in the strictest confidence. The identity of the reporter will be kept confidential so long as it does not hinder or frustrate any investigation.*