

SOTA Whistle Blower Form

1. SOTA has in place a Whistle Blower Policy which provides a channel for its stakeholders to report a good-faith actual or suspected unethical behaviour to the Receiving Officer through any one of the available modes of communication:

Audit and Risk Committee Chairman
SOTA Administration Office,
1 Zubir Said Drive, #05-01
Singapore 227968

Email: whistleblow@sota.edu.sg

2. A stakeholder may come forward either anonymously or by identifying him or herself ("whistle-blower"). Concerns raised or information provided that is vague or insufficient can impede the investigation process and allegations may therefore not be pursued. To facilitate the School's independent investigation, please provide the information in the appended table. All information provided will be handled with strict confidence.

Informant's Name:		Date of Report
Contact Details	Tel. No. (home / mobile / office) (include a convenient time to be contacted)	
	E-mail address	
Reason(s) for reporting		
Nature of Wrongdoing / Misdeeds/Misconduct		

<p>Details / Facts (E.g. date of incident, how was incident discovered, how long has the impropriety been happening, contract value, documentation of evidence where available, etc.)</p>	
<p>Alleged Perpetrator(s)</p>	
<p>Others /Companies involved</p>	