



萬邦投資有限公司
MELBOURNE ENTERPRISES LIMITED

2102-4 MELBOURNE PLAZA, 33 QUEEN'S ROAD C., HONG KONG

TEL: 2523 9171 (3 LINES)

FAX: 2840 0039

Whistleblower Report Form – Annex I

(Confidential)

Melbourne Enterprises Limited (the “Company”) and its subsidiaries (collectively the “Group”) are committed to maintain a high standard of business ethics and principles. In line with that commitment, employees of the Group and relevant third parties (e.g. customers, suppliers, subcontractors, etc., who deal with the Group) are encouraged to raise concerns and report in confidence, about misconducts, malpractices or irregularities in any matters related to the Group.

The Whistleblowing Policy has been established to encourage and assist whistleblowers to disclose information relevant to the misconducts, malpractices or irregularities through a confidential reporting channel (to the extent possible). The Company will handle this report with care and will treat the whistleblower’s concerns fairly and properly. If you wish to make a written report, please use the report form below. Once completed, this report becomes confidential. You may send the report, marked “Strictly Private and Confidential – to be Opened by Addressee Only” and addressed to Group Audit and Management Services Department, by post to the relevant address below or by email to: whistleblowing@mel0158.com.hk.

To: Whistleblowing Section Rooms 2102-4, Melbourne Plaza, 33 Queen’s Road Central, Hong Kong	
Contact details: We encourage you to provide your name with this report. Concerns expressed anonymously are much less powerful but they will be considered as far as practicable.	Name:
	Address:
	Tel No:
	Email:
	Date:
The names of those involved (if known):	
Details of concerns: Please provide full details of your concerns: names, dates and places and the reasons for the concerns (continue on separate sheet if necessary) together with any supporting evidence/documents.	