Annexure A

WHISTLE BLOWING REPORT FORM

Whistleblower details (Contact details mandatory):

Name	
Designation & Grade	
Employee No / CNIC	
Relationship with SSGC	
Whistle Blower Address	
Contact Number	
Contact Email	

Confidentiality and Severity of the Matter:

Should your identity be disclosed during further probing in the matter? ☐ Yes ☐ No

Has this matter already been reported to any Higher Authority/Official? ☐ Yes ☐ No

If Yes, to whom (Name of Official): _____

Impact on the Company ☐ Financial Loss ☐ Reputational Loss

Do you have evidence? ☐ Yes ☐ No

Do you have Witnesses? ☐ Yes ☐ No

CNIC copy attached (Mandatory)? ☐ Yes ☐ No

Since when it is happening : _____

Explanation of the Matter:

Background/Description of the Complaint: Please provide full details e.g. person involved, dates and place/location etc. (continue on separate sheet if required)

_____

_____

_____

_____

_____

_____

Signature of the Complainant (with date)

Explanation of the Matter:

Please state the reasons why you are particularly concerned about the situation:

_____
_____
_____
_____
_____
_____
_____
_____

Whistleblower Declaration / Disclaimer

The information provided in this complaint is submitted voluntarily. The complainant confirms that, to the best of their knowledge and belief, the facts stated herein are true, accurate, and based on reasonable grounds.

The Company encourages reporting of genuine concerns relating to fraud, corruption, unethical conduct, regulatory violations, financial irregularities, harassment, misuse of Company assets, or other misconduct. However, knowingly making false, malicious, frivolous, or misleading allegations may result in appropriate disciplinary or legal action.

All complaints received will be reviewed in accordance with the Company's Whistleblowing Policy and applicable laws and regulations. While the Company will endeavor to maintain confidentiality of the complainant's identity and information provided, confidentiality cannot be guaranteed where disclosure is required by law, regulatory authorities, legal proceedings, or for conducting a fair investigation.

The Company strictly prohibits retaliation, discrimination, harassment, or adverse action against any individual who raises a concern.

Submission of this complaint does not automatically imply that a detailed review will be initiated or that the allegations will be substantiated. The Company reserves the right to determine the appropriate course of action based on preliminary assessment and available evidence.

By submitting this form, the complainant acknowledges and agrees to the above terms and consents to the use and processing of the information provided for detailed review, investigation, compliance, and legal purposes.

_____

Signature of the Complainant (with date)