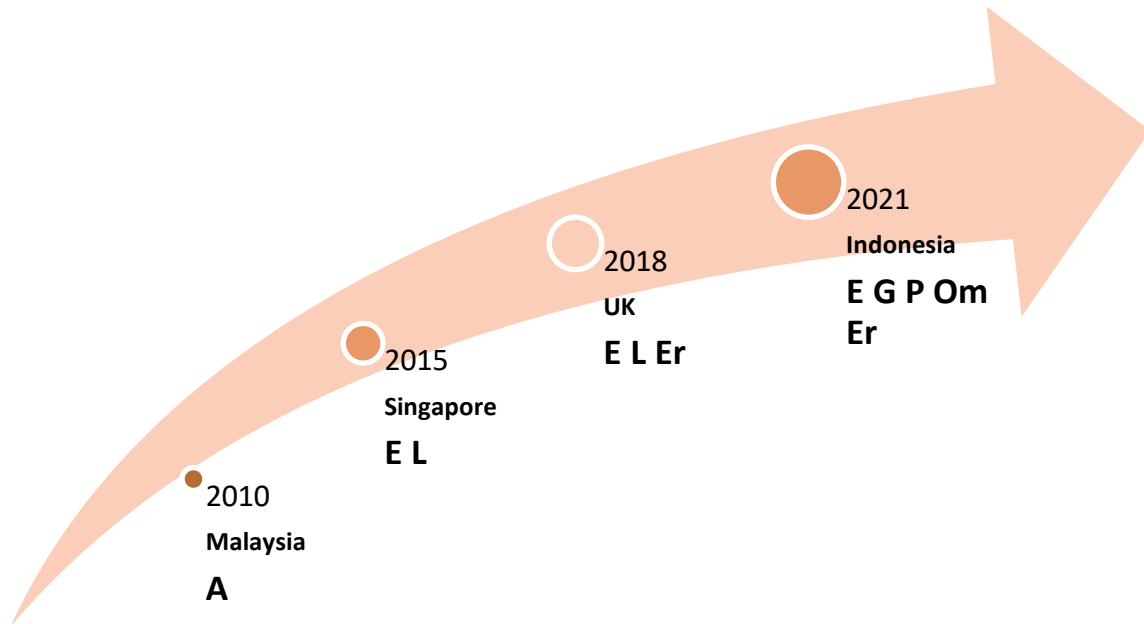


<b>PROJECT CODE</b>	<b>XXX</b>	
<b>The Candidate Name</b>	Mrs. ABC	
<b>Current Address</b>	No. 123 Jalan ABC 1/2, Petaling Jaya, Selangor, 47600, Malaysia	
<b>National ID/ Passport No.</b>		
<b>Date of Birth</b>	dd-mmm-yyyy	<b>Date of Report</b>   16-Dec -2024

## DASHBOARD & TIMELINE



Legend		Status
R	Residential & Reputational check (site visit)	Checked
A	Academic Qualification check	Checked
E	Employment check (Last 10 years or last 3 jobs if one of the jobs >10 years)	Checked
Er	Employment Reference check	Checked
L	Litigation check (max past 7 years)	Checked
P	Personal Credit reference	Unavailable
G	Global Sanctions / Compliance check	Checked
Sm	Social Media check	Attention
Om	Other Media check	Checked

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EXECUTIVE SUMMARY	
<b>Residential &amp; Reputational check</b>	Confirmed
<b>Academic Qualification check</b>	
- <b>The Chartered Institute of Marketing of Singapore</b>	Confirmed
- <b>ABC University</b>	In process
- <b>ABC School</b>	Confirmed
<b>Employment check</b>	
- <b>XYZ Pte Ltd</b>	Confirmed
- <b>Sample Electronics Toronto</b>	Confirmed
- <b>123 Company</b>	Confirmed
<b>Litigation check</b>	No detrimental records found
<b>Personal Credit</b>	Unavailable
<b>Global Sanctions / Compliance check</b>	No detrimental records found
<b>Social Media check</b>	Attention
<b>Other Media check</b>	No records found
<b>Business Affiliation, Part-time Job and Directorship</b>	Confirmed

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### INVESTIGATIVE NARRATIVE

Extensive research was conducted pertaining to Mrs. ABC; below are some key identifiers about him provided by the client.

<b>Name</b>	ABC
<b>Spouse Name</b>	N/A
<b>Children</b>	N/A
<b>Date of Birth</b>	dd-mm-yyyy
<b>Country of Birth</b>	Singapore
<b>Nationality</b>	Singaporean
<b>National ID Number</b>	XXXXXX-XX-XXXX
<b>Tax ID (Permanent Account Number)</b>	N/A
<b>Passport Number</b>	AXXXXXXXXX
<b>(Country) ID Number</b>	XXXXXXXXXX
<b>Permanent Address</b>	No. 123 Jalan ABC 1/2, Petaling Jaya, Selangor, 47600, Malaysia
<b>Current Address</b>	Same as permanent address
<b>Previous Address</b>	321 Jalan XYZ 1/2, Petaling Jaya, Selangor, 47600, Malaysia
<b>Email ID</b>	Abc1@gmail.com
<b>Current Business Affiliations</b>	N/A

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**RESIDENTIAL & REPUTATIONAL CHECK via SITE VISIT**

**Given Address: No. 123 Jalan ABC 1/2, Petaling Jaya, Selangor, 47600, Malaysia**

**Verified Date: xx-xx-xx**

**Address Status: Confirmed**

**Remarks:**

On January 16, 2024, at 12.09 p.m. local time, a site visit was carried out at the Candidate's residential address at No. 123 Jalan ABC 1/2, Petaling Jaya, Selangor, 47600, Malaysia is a residential cluster located in ABC, a sub-district area located in Petaling Jaya. The area is located near many schools, such as XYZ School, 123 University, and 123 School.

During the site visit, there was a house assistant coming out from the target building, however, no personal transportation was seen from the outside of the building. The area was very quiet and there was only one neighbor's house assistant seen in the area during the site visit.

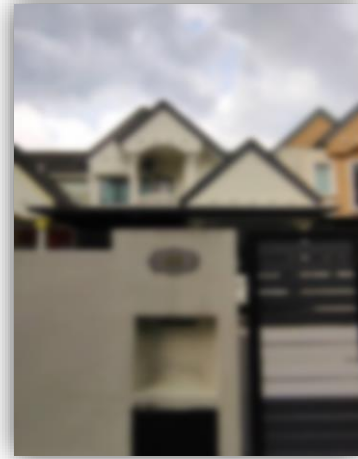
Further inquiries were made to the complex security guard, Mr. Riswan, and he confirmed that the candidate indeed resides at the mentioned address along with his husband, 2 children, and house assistant. However, Mr. Riswan did not acknowledge the husband's name as the candidate's family rarely socialized. He added that most neighbors in this area rarely socialize, so each neighbor might not know the other. Mr. Riswan further added that there are no adverse remarks about the candidate.

**Note:** *Discreet reputational inquiries in residential area near the Candidate's stand-alone premise was challenging and hence despite best efforts and inquires with several individuals, not much information could be gathered on the Candidate.*

Photographs taken on the date of the site visit are attached as Annexure A.

**Annexure A:**

**Photograph 1: No. 123 Jalan ABC 1/2, Petaling Jaya, Selangor, 47600, Malaysia.**



**Photograph 2: Street View of the Complex House**



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ACADEMIC QUALIFICATION CHECK		
The Chartered Institute of Marketing		
	Information provided	Information verified
Major	Marketing	Marketing
Degree	Diploma	Diploma
Month & Year of passing	mm-yyyy	mm-yyyy
Percentage/Grade	First Class	First Class
Remarks	On dd-mm-yyyy, Mr. ZZZ , Learning Support Advisor, confirmed that candidate was a studying member of the Chartered Institute of Marketing and completed the certificate in Marketing in mm-yyyy.	

**Annexure B:**



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ABC University		
	Information provided	Information verified
Major		
Degree	Certificate in Hotel & Catering Studies	Certificate in Hotel & Catering Studies
Month & Year of passing	mm-yyyy	mm-yyyy
Percentage/Grade		
Remarks	On dd-mm-yyyy, Mr. YYY, Admissions & Bursary Department - Assistant Manager, confirmed that the candidate was alumnus of ABC University, and took a certificate level program in Hotel & Catering Studies and graduate in mm-yyyy.	
ABC School		
	Information provided	Information verified
Major		
Degree	Certification of Education	Certification of Education
Month & Year of passing	mm-yyyy	mm-yyyy
Percentage/Grade		
Remarks	<p>From 09-01-2024 to 16-01-2024 Attempts to connect with ABC School, at +60XXXXXXXXXX were made, however the calls were unanswered.</p> <p>Email correspondence was sent to abc@school.edu.my however, no response was received as of investigation date.</p>	

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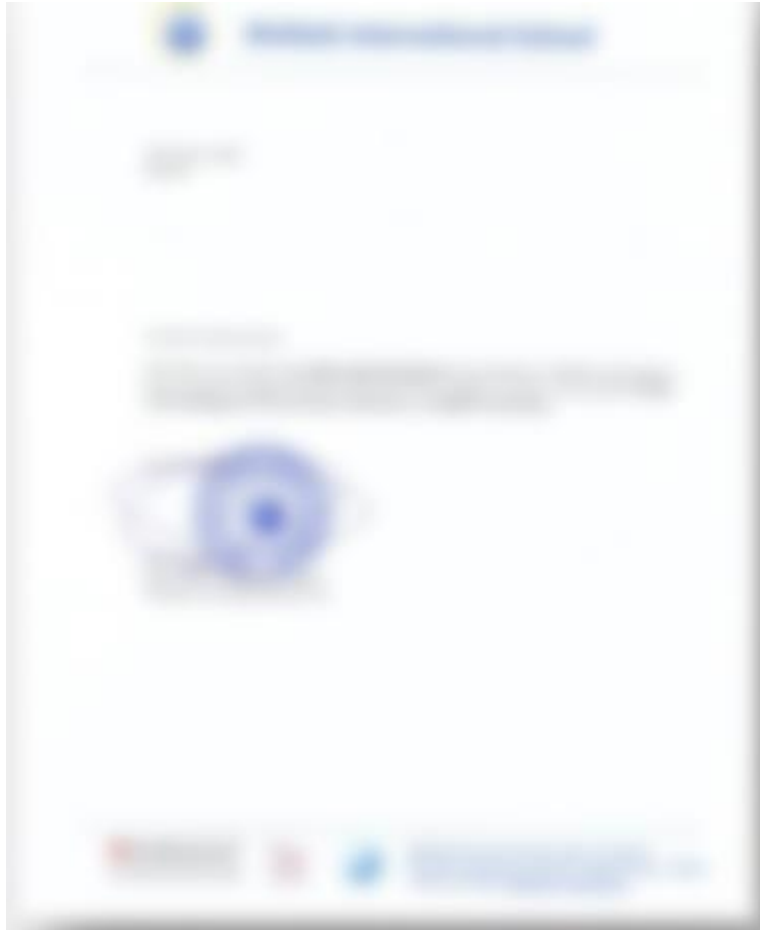
EMPLOYMENT CHECK		
<b>1. Employer Name</b>	<b>XYZ Pte Ltd</b>	
	<b>Information provided</b>	<b>Information verified</b>
<b>Dates Employment</b>	yyyy - yyyy	yyyy - yyyy
<b>Position</b>	Senior Sales Manager	Senior Sales Manager
<b>Remarks</b>	<p>On dd-mm-yyyy, verification was made with a Ms. E, Payroll Lead Asia and BCA for Thailand and Malaysia, confirmed that Candidate is their former employee who joined the Company on mm-yyyy till mm-yyyy. The employer shared the candidate's last position was Senior Sales Manager, and his former line manager is Aniruddha Sanyal, Sales Director for SEA.</p> <p>The reason of the candidate's resign was restructuring the business of BCA Sdn Bhd. Ms. E added there is no adverse remark, and candidate was a good employee, no issue about candidate along his service in BCA, and the candidate is good talent to have.</p>	
<b>2. Employer Name</b>	<b>Sample Electronics Toronto</b>	
	<b>Information provided</b>	<b>Information verified</b>
<b>Dates Employment</b>	yyyy-yyyy	yyyy-yyyy
<b>Position</b>	Trade Marketing manager	Manager, Export
<b>Remarks</b>	<p>On 16-01-2023, Ms. N, Administrative Assistant at Sample Electronics Toronto confirmed that candidate was former employee of Sample Electronics Toronto.</p> <p>The employer who shared the candidate's last position was Manager, Export, and he reported to Mr. RR, Export Senior Manager. Candidate was resigned because of better prospect and better offer, and no adverse remark was found.</p>	
<b>3. Employer Name</b>	<b>123 Company</b>	
	<b>Information provided</b>	<b>Information verified</b>

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<b>Dates Employment</b>	yyyy-yyyy	yyyy-yyyy
<b>Position</b>	District Sales Manager	District Sales Manager
<b>Remarks</b>	<p>On dd-mm-yyyy, Ms. A, the HR Staff shared that candidate was unable to find in the employee record as their system is only record the information from yyyy, currently they are still checking further to the other parties and will inform further information.</p> <p>However, the verification was confirmed by Mr. BBB, the candidate's referee.</p>	

**Annexure C:**



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### REFERENCE CHECKS & DISCREET ENQUIRIES

#### Reference check I

<b>Name of Respondent</b>	Mr. BBBB
<b>Designation</b>	Ex-Territory Executive of 123 Company
<b>Company / relation with the Candidate</b>	Peer
<b>Contact Details</b>	+60XXXXXXXXXX
<b>Interview highlights</b>	The referee noted that the candidate was a district manager candidate with significant potential. The candidate demonstrated strong leadership by consistently including the team and his peers in collaborative endeavours to discuss and pool resources. He was a consistent team player. He is dependable and has never had any problems or complaints from his clients regarding contractual payments. He has also successfully passed through multiple rounds of routine audits by field auditors.
<b>Referee name: Mr. BBB</b>	
<b>Current position: Head of Route to Market – 123 Company</b>	
<b>Describe your relationship with the Candidate</b>	Peer
<b>Dates/months supervised</b>	2 years
<b>How effective was the Candidate at his job? Can you give examples?</b>	ABC is a highly effective member of Central team leading 8 executives during the time. As district manager, he not only manages traditional trade, but also night entertainment outlets. He was given this responsibility only because of his capability to deliver above his job scope.
<b>How would you assess the Candidate's performance compared to other people in a similar capacity? Please comment on the Candidate's overall performance.</b>	During my tenure working with ABC, he was one of the high potential candidates amongst the district manager pool. His area in Subang & Sunway were used as examples of model markets to visit bosses during their stay in Malaysia
<b>Did the Candidate manage any staff? If so, did he have good people management skills (ability to delegate, motivate, plan...)?</b>	Yes, 8 executives at any one time. 3 executives under his leadership had received CEO award for outstanding performance & market execution vs 10 awards which were given out during Sales Conference.

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<b>Would you say the Candidate prefers working solo or does he thrive in a team setting?</b>	ABC has always been a team player. Always involving us as his peers in collaborative initiatives to brainstorm & pool our resources together.
<b>How would you assess the Candidate's work ethic during his tenure at the company?</b>	On time in full! ABC delivers his commitments consistently
<b>How would you assess the Candidate's integrity during his tenure at the company?</b>	Trustworthy. As DM for night entertainment outlets, he has never had any issues / complains from his customers on contractual pay out and have went-through several round of periodical audits by field auditors without any incident.
<b>What area/s do you think he should improve? Any areas of concern that we should take note?</b>	ABC can be emotional sometimes at initiatives which he lacks clarity. However, this shows his passion & commitment in delivering result with 100% commitment
<b>Are you aware if he has been the Candidate to any formal disciplinary penalty/sanctions as determined by the organization (e.g., termination of employment, written warning, suspension, or other formal disciplinary sanction) related to but not limited to corruption, conflict of interest etc? If yes, please provide details:</b>	No, none that I am aware of.
<b>Did the Candidate have any personal lifestyle problems that interfered with his work? E.g., any known gambling habits or issues with substance abuse?</b>	No, none that I am aware of.
<b>Did the Candidate have any known political connections?</b>	No, none that I am aware of.
<b>How would you rate the Candidate's performance on a scale of 1 to 10, compared to other people you have observed in a similar role?</b>	8
<b>What was the Candidate's reason for leaving?</b>	Pursuing a bigger position outside of the tobacco industry
<b>Any other red flags or issues of concern relating to the Candidate?</b>	No, none that I am aware of
<b>Would you re-employ this the Candidate? If no, please explain why not.</b>	Yes

### BUSINESS AFFILIATIONS, PART-TIME JOB, AND DIRECTORSHIP

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Per the Candidate's Curriculum Vitae provided by the Client, he resigned from XYZ Pte Ltd in yyyy. Research was conducted through the media, resulted area no business affiliations of the Candidate.

### CIVIL LITIGATION, CRIMINAL RECORDS & BANKRUPTCY CHECKS

<b>Civil Litigation</b>	<p>Searches were conducted based on name match for Mrs. ABC, and variation.</p> <p>No records found at the Federal Court, Court of Appeal, High Court, Session Court, Magistrate Court, and Industrial Court.</p>
<b>Criminal Records</b>	<p>Searches were conducted based on name match for Mrs. ABC and variation.</p> <p>No records found at the Federal Court, Court of Appeal, High Court, Session Court, Magistrate Court, and Industrial Court.</p>
<b>Bankruptcy/Commercial Records</b>	<p>Searches were conducted based on name match for Mrs. ABC and variation. No records found at the Federal Court, Court of Appeal, High Court, Session Court, Magistrate Court, and Industrial Court.</p>
<b>Personal Credit Report</b>	<p>Personal credit reports can only be retrieved by the Candidate in Malaysia.</p>





### GLOBAL COMPLIANCE AND SANCTION CHECK

Checks were conducted of global sanctions databases and watch lists for references to the Candidate. In order to ascertain details about the Candidate for any highlights pertaining to different risk categories such as terrorism, narcotics, money laundering, fraud, collateral crimes, beneficial owners, and PEPs (Politically Exposed Persons).

- No hits were found for the Candidate

### SOCIAL MEDIA CHECK

A social media check complements conventional recruitment checks & assessment. The checks provide additional perspective of the candidate's web presence and behavior, providing employers a holistic view of how the candidate might fit in with their company's workplace culture. Special focus is placed on identifying potential red flags which include discriminatory, racist, or sexist comments, explicit content, possible illegal activity, violent language, or behavior.

Social channels	Username	Profile Status (Public/Private)	Last Post Date	Posting frequency	General Content	Remarks
	@abc.123	Public	Jan 3, 2024	Highly Active	Family related content	Checked
<b>Comment:</b> The candidate's profile featured several images from his and his wife's trips to Turkey in January–February 2022. Additionally, there are numerous images of the candidate wandering through Malaysia with his wife and friends.						
	@abc.123r	Private	Not Found	Not Found	Not Found	Not Found
<b>Comment:</b> Not Found						
	@abc.123	Public	Dec 1, 2023	Moderately Active	Work related content	Checked
<b>Comment:</b> The Candidate started his career as a Sales Executive at 123 Company in Malaysia in mm-yyyy until mm-yyyy with last position as District Sales Manager. Then the Candidate moved to XYZ Sdn Bhd as Trade Marketing manager (export) from mm-yyyy until mm-yyyy. In mm-yyyy, the candidate worked as Head of Retail Innovation (Trade Marketing) in Sample electronic for three years. Then he moved to BCA Sdn Bhd on mm-yyyy until mm-yyyy.						
	Not Found	Not Found	Not Found	Not Found	Not Found	Not Found
<b>Comment:</b> Not Found						

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	@abc.123	Public	Jan 1, 2021	Infrequently	Hobby related content	<b>Attention</b>
<p><b>Comment:</b> On xx-xx-2017, a tweet was posted from candidate's account on Twitter @abc.123 indicated an inappropriate content.</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 5px 0;">  </div>						
	Not Found	Not Found	Not Found	Not Found	Not Found	Not Found
<p><b>Comment:</b> Not Found</p>						
	Not Found	Not Found	Not Found	Not Found	Not Found	Not Found
<p><b>Comment:</b> Not Found</p>						
<b>Others</b>	Not Found	Not Found	Not Found	Not Found	Not Found	Not Found
<p><b>Comment:</b> Not Found</p>						

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**NOTES**

**Posting frequency guide:**

1. Highly Active = Posting every month in the past 12 months
2. Moderately Active = At least 1 post/activity every quarter
3. Infrequently = Last post more than a year ago

**General content category:**

1. Work related content
2. Hobby related content
3. Family related content
4. Education related content

**OTHER MEDIA CHECK**

Open media database source searches were conducted in English, and native (Melayu) language found no other information and/or adverse information related to the Candidate.

- End of the report -