

**SECRET**

## ASSETS DECLARATION FORM FOR THE YEAR \_\_\_\_\_

### Part 1 – Employee Details

Name		Department	
Staff No.		Company	
NRIC No.		Telephone No.	
Designation		Email	

### Part 2 – Spouse Details

Name		Employer's Name	
Home's Address		Office's Address	
NRIC No.		Telephone No.	
Designation		Email	

Note: Kindly fill up the attachment A, if the staff has more than one (1) spouse.

### Part 3 – Assets Details - Net worth of assets (combined value) belonging to the Employee and spouse(s).

No	Items	No./Worth/Units	Total Value (RM)
1.	Bank Account		
2.	Real Estate/Property		
3.	Investment		
	• Debenture		
	• Trust Fund		
	• Share		

**SECRET**

	<ul style="list-style-type: none"> <li>Others (please state)</li> </ul>		
4.	Retirement Fund i.e. Employee Provident Fund (EPF)/Private Retirement Scheme (PRS)		
5.	Personal Assets (only for asset which value <b>RM 60 000</b> each and above		
	<ul style="list-style-type: none"> <li>Jewelleries</li> </ul>		
	<ul style="list-style-type: none"> <li>Watches</li> </ul>		
	<ul style="list-style-type: none"> <li>Vehicles</li> </ul>		
	<ul style="list-style-type: none"> <li>Others (please state e.g. painting etc)</li> </ul>		
<b>TOTAL</b>			<b>RM</b>

Note:

1. Staff may either declare the estimated current value or purchase value.
2. Illustration for personal item:-
  - a. Staff has 4 assets which total value is RM 65 000 – Not required to declare
  - b. Staff has 2 assets which value RM 60 000 each – Required to declare

**SECRET****Part 4 – Declaration**

I, ..... NRIC No.:  
..... hereby do solemnly declare that:

1. I hereby give consent to the collection, processing, use, disclosure and retention by KLCC (Holdings) Sdn Bhd and/or its group of companies ("the Company") of my personal data and information provided herein for the following purposes:
  - (a) KLCC (Holdings) Sdn Bhd and/or its group of companies ("the Company")'s efforts/activities in strengthening integrity and preventing bribery within the Company;
  - (b) The Company's undertaking disciplinary action process, where necessary;
  - (c) All other matters relating to my employment with the Company, as the Company considers to be necessary and/or appropriate; and
  - (d) Any other purpose that is incidental or ancillary to any of the above purposes.

(hereafter referred to as "the Purpose");
2. I hereby give consent to the Company to disclose any of my personal data and/or information provided herein, to any party as the Company may determine to be necessary or appropriate;
3. I have obtained the express consent of my spouse to the Company voluntarily:
  - (a) to the collection, processing, use, disclosure and retention by the Company of his/her personal data and information provided by me herein, for the Purpose; and
  - (b) to the disclosure of his/her personal data and/or information provided by me herein, to any party as the Company may determine to be necessary or appropriate.
4. The declaration given and the statements made by me herein are true and accurate.

.....  
**(Signature)**

**Name:**  
**Staff No.:**  
**Date:**

**SECRET****Attachment A – Spouse Details (Only applicable if staff has more than one (1) wife).****Spouse 2**

Name		Employer's Name	
Staff No.		Office's Address	
NRIC No.		Telephone No.	
Designation		Email	

**Spouse 3**

Name		Employer's Name	
Staff No.		Office's Address	
NRIC No.		Telephone No.	
Designation		Email	

**Spouse 4**

Name		Employer's Name	
Staff No.		Office's Address	
NRIC No.		Telephone No.	
Designation		Email	