

Client Charter: APRIL 2018

No	Promise	Within Time Frame	Exceed Time Frame	Total
1	REALIZATION OF ASSET To ensure that the realization of asset to be done within two weeks from the date of asset discovery	558 (95%)	31 (5%)	589 (100%)
2	DECLARATION OF DIVIDEND To ensure that the declaration of dividend to be made within one week from the date of balance sufficient amount for the purpose of payment been identified	489 (90%)	57 (10%)	546
3	SEARCH RESULT To release search result within seven (7) working days from the date of application received	2345 (100%)		2345
4	CUSTOMER ENTERTAINED AT THE SEARCH COUNTER To ensure that customer at the search counter be entertained within 30 minutes	2120 (100%)		2120
5	COMPLAINT MANAGEMENT To acknowledge the complaint received within three (3) days from the date of complaint being lodged	7 (100%)		7