

⋮ Taaleem Web Reporting Portal Guide

1 STEP

Go to the Web Portal:

🔍 taaleem.portal.speeki.com

2 STEP

Start a new report

How can we help you today?

 **Report an incident**
Click on **START NEW REPORT** to begin reporting an incident. Select **SEE MY INCIDENTS** to review previously submitted reports and to chat with a case manager.

[SEE MY INCIDENTS](#)

[START NEW REPORT](#)

2



Enter your information

3

Enter the conversation details

taaleem powered by **speeki**

Home | [Start new report](#)

Start new report

Continue as a guest
Please select your relationship to the entity and the country you are in so Speeki can display the relevant content.

Relationship to company
Select relationship ▼

Country
Select country ▼

[CONTINUE AS A GUEST](#)

[LOG IN WITH EXISTING ACCOUNT](#)

Create an account if:

- You plan to use this app more than once.
- You want a record of your previous activity in the platform.

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New conversation details

Please provide the following information to start a new conversation.

Country where the incident occurred *
Select country ▼

Incident type * [Not sure what to select?](#)
Select incident type ▼

 **Speak up**
Here are some questions that will help you to report to your company.

[START CONVERSATION](#)



Taaleem Web Reporting Portal Guide

**3
STEP**

Follow the prompts



Good day! I'm here to guide you through the process of making a report to your company. Please proceed with the conversation below. After you've completed the chat, please click or press the 'Next' button to conclude your report.

Each employee has a responsibility to ensure that the company will not get involved in any kind of corruption and all company-related activities should be carried out with integrity.

Employees and people representing the company (such as agents, suppliers or joint venture partners, among others) must never offer or accept anything of value to or from any person that directly or indirectly represents a client or a supplier in order to gain an advantage. "Things of value" or "advantages" can include, for instance, gifts, loans, fees, compensation, acknowledgements, job offers, contracts, services or favors.



Upload documents
(not mandatory)

Upload proof / evidence files

If you have any evidence files, attach them below.



Check and edit conversation

Check and edit conversation

Hello, I'm here to assist you in making a report to your company. Please proceed with the conversation below. Once you've completed the chat, kindly click or press the 'Next' button to finalise your report.

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Do you know if other employees or external partners are engaging in any form of corruption or bribery?

☐ I have a strong suspicion it's happening

Who was involved?

*You can leave contact information if you would like to

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STEP**

Set Report PIN

Please create a six-digit PIN. It will be necessary to retrieve the same report in the future.

Show PIN

Your report has been submitted

Your company will follow up your report as soon as possible. You can check the report status to observe progress. Or you can send an anonymous message to your company for the progress. Please use Incident ID number:

Your Report ID
166BO339F25

From the HOME page you can view the following:

You will receive a report ID, save this

Speak up

The options you selected are listed below.

Country where the incident occurred
United Arab Emirates

Incident type
Corruption or bribery

Incidents Survey Declare & Disclose

166BO339F25

Your report

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Do you know if other employees or external partners are engaging in any form of corruption or bribery?

☐ I have a strong suspicion it's happening

Who was involved?

Chat with a Case Manager

Uploaded files

There are no files added

View your reports

Write your message