

CRES+ Programme 2023 - Terms and Conditions

1.0 Overview

- 1.1 CRES+ Campaign ("Campaign") is organised by Certis CISCO Security Pte Ltd. ("Certis"). By participating in this Campaign, you agree to be bounded by the Terms and Conditions laid out in this document and shall form a valid and binding agreement between you and Certis.
- 1.2 In this Campaign, a Singaporean/Singapore Permanent Resident (PR) recommended by a Singapore-based Certis employee who successfully joins Certis as a full-time Auxiliary Police Officer (APO), Aviation Security Officer (AvSO) or Security Officer (SO) will be referred to as the "Referral" and a Singapore-based Certis employee who successfully refers the Referral will be referred to as the "Referrer".
- 1.3 Campaign shall commence on 1 June 2023, 0000 hours and end on 31 October 2023, 2359 hours, both dates inclusive ("Campaign Period").
- 1.4 Certis shall award the Campaign's prize (individually a "Winner" and collectively "Winners") based on Terms and Conditions. In the event of any dispute, Certis' decision on all matters relating to or in connection with this Campaign is final and binding on all participants. Certis shall not be obliged to enter into any correspondence on any matter concerning this Campaign.
- 1.5 Certis reserves the right to withdraw the prize from any Winner who is ineligible, disqualified, is in breach of the Terms and Conditions, does not claim the prize or who may be uncontactable for any reason within three (3) days upon release of results.
- 1.6 Certis reserves the right to replace the prizes with other prizes of similar value anytime, without prior notice.

- 1.7 Campaign shall run concurrently with other CRES programmes and incentives organised by Integrated Recruitment Hub (IRH) or individual Business Units (if applicable).
- 1.8 By participating in this Campaign, both the Referrer and Referral consent under the Personal Data Protection Act (Cap 26 of 2012) ("Act") to the collection, use and disclosure of their personal data by / to Certis and agree to be contacted through their mobile number registered with Certis or registered in the job application form. Referrer and Referral shall agree to participate in a prize presentation ceremony and agree to complete a release form for the individual to be featured in any publicity related to this Campaign (if any).

2.0 Eligibility

- 2.1 Referrer refers to any full-time permanent, full-time contract and part-time employees of Certis based in Singapore, less exception mentioned in 2.2.
- 2.2 Employees with HR-related functions (GHR, IRH, HRA, HRS, Line HR etc), employees at Grade 14 & above and those involved in the hiring decision are not eligible to participate in this Campaign.
- 2.3 Referral must be a Singaporean, Singapore PR and contracted on a full-time basis with Certis as an Auxiliary Police Officer, Aviation Security Officer or Security Officer in Singapore.
- 2.4 Referrer and Referral must be an active employee of Certis and must not be serving notice period at the time of the draw.
- 2.5 Referral is considered successful on condition that the Referral submits the full name and Staff ID of the Referrer at the point of application in the job application form from 1 June 2023 onwards. The Referral has to be deployed as, or in training for an appointment of either an Auxiliary Police Officer, Aviation Security Officer or Security Officer in Singapore in a full-time

employment capacity with Certis for at least one (1) month as at 30 November 2023. For the avoidance of doubt, the Referral must commence his or her training / work by 31 October 2023.

3.0 Mechanics

- 3.1 For each successful Referral, the Referrer will receive one (1) chance in the draw to win a trip for two (2) persons (Referrer and one (1) nominated travel companion of his/her choice) to one of the four (4) featured destinations, with the final 1 selected destination from the four (4) featured destinations to be announced at a later date.
- 3.2 The final selected destination and travel dates will apply to all winners and their one (1) nominated companion.
- 3.3 The trip includes return flights, all accommodation, internal flights and land transport (if any), entrance fees to attractions (if any), selected meals and group travel insurance for Winners and their nominated companions.
- 3.4 The four featured destinations are:
 - Finland
 - Switzerland
 - Egypt
 - Japan
- 3.5 The draw will be conducted in December 2023 and the trip shall be conducted in January 2024, with dates and location to be confirmed and announced at a later date.
- 3.6 Certis will endeavour to hold the draw on and at the advertised date, time and venue and in the manner advertised but reserves the right to conduct the draw in such manner as it deems fit in its absolute discretion. Certis reserves the right to void, cancel, suspend or amend the draw in its absolute discretion without any notice or liability to any party.

- 3.7 For each successful Referral, the Referrer shall receive up to S\$1,000.00 CRES cash incentive for every successful Referral.

Pay-out Schedule for CRES Incentive:

Payment of S\$1,000.00 will be made in two (2) tranches. Referrer shall receive first pay-out of S\$250.00 after Referral completed his / her first month in service, and the remaining amount of S\$750.00 upon completion of six (6) consecutive months of service. If the Referral does not complete six (6) months of service, the remaining S\$750.00 will be forfeited.

Pay-out Mode for CRES Incentive:

Pay-out will be made to the Referrer through Interbank GIRO to the employee's nominated salary credit bank account.

- 3.8 There is no limit to the number of chances or S\$1000.00 cash incentives a Referrer can accumulate, so long as the Referrals meet the eligible criteria within the Campaign Period.
- 3.9 Certis is entitled to recover or suspend the payment of any amount of the CRES cash incentive on a case-by-case basis if any foul play is suspected.

Details of Draw:

- 3.10 Draw details will also be announced in eDM, microsite and other campaign marketing materials at a later date.
- 3.11 Four (4) winners shall be picked and the chances of the win depend on the following draw probability:
- Referrers of APO – 2 Winners
 - Referrers AvSO or SO – 2 Winners
- 3.12 Winners will be notified after the draw via their corporate email and/or phone number previously provided to Certis.

- 3.13 No Winner shall win more than one prize.
- 3.14 Draw results will be released after the draw via eDM, on the microsite, on Certis Facebook.

4.0 General

- 4.1 Certis reserves the right to decide on the final selected destination, dates and itinerary of the trip.
- 4.2 The Winners and the additional persons will have to follow the planned itinerary throughout the trip, no deviations will be allowed
- 4.3 Certis reserves the right to withdraw the prize from any Winner who declines any of the itinerary items planned for the trip.
- 4.4 The trip includes a travel package for Winner and one (1) additional person (to be nominated by the Winner). In an event where there is a dietary preference, arrangements shall be made on a best-effort basis.
- 4.5 The Winners will be given fully-paid special leave for the entire duration of the trip without utilisation of personal Annual Leave.
- 4.6 Certis reserves the right to request Winner and the one (1) additional person for personal details for the purpose of the arrangement of the trip.
- 4.7 All Winners are to ensure that their passports and the additional one (1) person have a six (6) months validity before expiry as at 31 January 2024 and comply with all stipulated travel requirements to the destination cities.
- 4.8 Once confirmed, any names and/or details submitted by the Winner for the Winner and one (1) nominated person for the trip cannot be changed.
- 4.9 Prize is non-transferrable, non-exchangeable and non-refundable.
- 4.10 The prizes are not transferable or exchangeable whether for cash or otherwise should Winner and/or the additional (1) person be unavailable for the trip for any reason.

- 4.11 Certis will provide basic travel insurance coverage for all Winners and their nominated travel companions. Details of coverage will be shared with Winners prior to trip. Winners may choose to procure additional travel insurance coverage at their own costs.
- 4.12 Certis shall not be responsible for any consequences including but not limited to loss of life, injury to person and/or damage to property arising from or in connection with the Draw and/or redemption or use of any prize.
- 4.13 Certis may without notice replace or substitute the prize with another prize of similar value, as Certis may determine in its sole discretion.
- 4.14 Notwithstanding anything in these Terms and Conditions, Certis reserves the right at any time in its absolute discretion to determine and/or amend, by addition to, subtraction from or variation of, these Terms and Conditions without prior notification, including but not limited to the eligibility terms and criteria, the selection of winners, and the timing of any act to be done, and all participants shall be bound by these amendments.
- 4.15 It is a condition precedent for participation in the Draw that each Winner consents to the public disclosure of his/her name and agrees to sign the necessary release forms to allow their photographs be used for publicity or commercial purposes and to participate in the publicity activities of Certis in relation to the Campaign and to the use of any personal data provided by such Winner for any future marketing effort by Certis, without any payment or compensation thereof.
- 4.16 Should there be any clarification, please contact Marketing & Communications, Singapore; Alvin Yee at AlvinKL_YEE@certisgroup.com or Vanessa Low at VanessaYS_LOW@certisgroup.com.