

AGENT EXIT FORM

EXIT AGENTS 'S INFORMATION

Agent Name	_____	Agent Code	_____
Agent Designation	_____	Years with Etiqa	_____
Branch	_____	Contact No.	Office _____ H/P _____
Busiess Type	<input type="checkbox"/> General <input type="checkbox"/> Life <input type="checkbox"/> Family		

EXIT DETAILS

Date letter of exit _____

REASON FOR EXIT

What is the main reason for leaving? (Please mark X to the appropriate box)

Further Studies		Unsatisfactory working relationship	
Better job offer		With Group Agency Manager	
Self employment		With Subordinates	
Family / Personal reasons		With Account Managers	
Migrating to another country		Unsatisfied with Compensation & Benefits	
Health reason		Commission	
Career expectations not met		Benefits	
Limited Opportunity		Incentive Scheme	
Limited Proucts offerigs		Unsatisfied with Service Rendered	
Insufficient Training		Service rendered by Servicing Marketers	
Unsatisfactory working condition		Service rendered by Branch	
Working Environment		Service rendered by HQ staff	
Work Location		Other reason / information if any	
Work Culture			
Work Pressure			

BRANCH MANAGER / AREA MANAGER'S INFORMATION

Name	_____	PF No.	_____
Designation	_____		
Branch / Dept	_____		
Telephone No.	Office _____ H/P _____	Signature & Date	_____

FOR IAD USE ONLY

Date received	_____	Exit Interview Date	_____
Received by	_____	Validation on reason for leaving	_____