HA. Ihavandhoo Council

Complaint and Feedback Form

Haa Alif Atoll, Republic of Maldives

Ref: HC/FORM/CMP-01

HA. Ihavandhoo Council welcomes your feedback. Complaints are recorded, acknowledged within three working days and answered in writing.

1. Your details

Full name

ID card no.

Address / ward

Contact number

Email address

Date

☐ I wish to remain anonymous to the staff member concerned

2. Type of complaint

☐ Service delivery
☐ Waste / environment
☐ Roads and infrastructure
☐ Staff conduct
☐ Procurement
☐ Other

3. Details

Date and place of incident

Section / person concerned

Describe the complaint (what happened, when, and the impact on you)

What outcome do you expect?

Signature

Date

For office use

Complaint no.

Assigned to

SAMPLE

Date acknowledged

Date resolved

SAMPLE