

# Security & Assets Protection Unit (SAPU)



## COMPLAINT FORM

Mode of Complaint :

<input type="checkbox"/>	<u>Call</u>	<input type="checkbox"/>	<u>Letter</u>
<input type="checkbox"/>	<u>Verbal</u>	<input type="checkbox"/>	<u>Fax</u>

### Particulars of Complainant

Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact : \_\_\_\_\_

### Details of Complaint

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Officer Receiving Complaint

Name : \_\_\_\_\_  
Position : \_\_\_\_\_  
Date : \_\_\_\_\_

### Action Taken

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Feedback/Correspondence

Complaint Informed on Action Taken :

Ref. No. : \_\_\_\_\_  
Remark : \_\_\_\_\_  
Date : \_\_\_\_\_  
Action Taken By : \_\_\_\_\_