



F-03

Complaint Form

If you wish to file a complaint against an activity that needs to be investigated by the **JMUIM HALAL PAK**, please provide the information and complete the form below. The information may include supporting documents to assist the Management in optimum processing of your complaint. All areas contained by this form are mandatory to be filled by the complainant.

Complainant's Privileges

By completing this form and submitting your complaint to our office, you will be entitled as 'Complainant' to various rights provided by the Management, including:

- A formal receipt/acknowledgement of submission.
- Adequacy of the complaint.
- Notification of process initiation.
- Participation in an informal resolution.
- Final report of investigation.
- Given an opportunity to make submissions on the complaint, and what you feel are appropriate disciplinary or corrective measures.

If you simply want the Management to know about your concerns, but do not wish to participate in formal complaint process, you may file a "non-registered complaint". Depending on the information provided, it may or may not result in an investigation and you will not have the same rights as a 'Complainant' as set out above. All complaints – Registered or Non-Registered – are recorded and reviewed by the Management.

NOTE: Final report of investigation will be communicated to registered complainants only.

How do you wish to proceed? *(please check one)*

Registered Complaint

Non-Registered Complaint

Complainant's Information

Name of Organization:		
Name of Complainant:	Designation:	
Mailing Address:		
Email:	Telephone:	Cell Phone:

Statement of Complaint



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Please indicate the reason(s) for this complaint:

Supporting Documents

Please provide details of the documents attached with this form:

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Sign off

Received by: _____ Authorized by: _____
Date: _____

Lodge written complaint:

- by Posting to JMUIM HALAL PAKISTAN Mansoorah,



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Multan Road, Lahore (Pakistan).

- or Emailing at: info@jmuimhalal.com

For assistance, please dial: **00 92 42 35252344** or visit: www.jmuimhalal.com.
