

Suggestion, Complaint and Objection Form

Suggestion <input type="checkbox"/>		Complaint <input type="checkbox"/>		Objection <input type="checkbox"/>	
Name-Surname		Title			
Date		Address			
Phone		e-mail		@	
Please describe your suggestion, objection and/or complaint.					
When you fill out this form online, please send it to compliance@tuvaustralia.sa and/or you may also send it by post to Sama Tower, 7th Floor, 703A, Sheikh Zayed Road, PO Box: 120834, Dubai, UAE					
Recorded by¹ (Name-Surname / Title)					
Your Complaint/Objection has been registered by TÜV AUSTRIA. The necessary work will be carried out by the person responsible for the activity listed below. You may contact our staff at any time to discuss your Complaint/Objection and to obtain information about the process.					
In any event, you will be informed as soon as possible of the action to be taken in relation to your complaint. You have five (5) working days to object to the action notified to you.					
Activities to be carried out and the result and/or objection					
Activities to be carried out and decisions taken regarding your complaint are as above. We submit for your information. TÜV AUSTRIA					

Authorized Person to Follow-up the Complaint (Name-Surname/Title):

Signature:

Objection Committee

Information regarding the acknowledgement of the objection committee by the organization Branch of TÜV AUSTRIA Shanghai Co. Ltd. - Riyadh

Date

Approved by

Decision of Objection Committee

Date

Name

Signature

Did the objecting organization accept the decision of the objection committee?

Yes

No

Is corrective action will be taken on this subject?

Yes

No

Related Responsible Person

Date – Signature /

¹ If the complaint / objection is communicated verbally, this form should be filled in by the authorised person of TÜV AUSTRIA. The agreement of the complainant / objector should be ensured for a correct understanding of the matter.