

"A"

FORMAT FOR REGISTERING GRIEVANCE

From:

To:

Name: _____

Public Grievance Officer

Address: _____

Address _____

Contact No. :

(Off) : _____

(Res.) : _____

Mobile: _____

As per Para 5.3 of the Scheme of Public Grievance Redressal, I register my grievance as detailed below:

"Details of Grievance"

Undertaking: I hereby certify that statements made in my Grievance & the data enclosed are true & complete to the best of my belief. If at any time any part of the Grievance or the data is found to be false, I will be liable for any legal action that the company may deem it fit.

Date: _____

(Signature)

Name _____

Encl.: if any (for supporting Grievance)