



PROVINCE OF ISABELA

FEEDBACK & COMPLAINTS MECHANISM

<p>How to send a feedback and/or a complaint</p>	<p>Answer the Feedback/ Complaint form and drop it at the Suggestion Box located in the Provincial Capitol Lobby (Sagutan ang Feedback/ Complaint form at ihulog sa Suggestion Box na nakalagay sa Provincial Capitol lobby)</p>
<p>How feedbacks and complaints are processed</p>	<p>Once a week, the PHRMO shall open the suggestion box, compiles, and records all feedbacks submitted, and shall furnish the Provincial Administrator the list of compliment and/or suggestion and/or complaints that need immediate action. The Provincial Administrator will act within three (3) days upon receipt. Action/s taken will be relayed to the citizen/s concerned.</p>
<p>Contact Information</p>	<p>Telephone No.:323-0173; Hotline No.:0905-911-8914 PCC Hotline: 8888</p>



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FEEDBACK/COMPLAINT FORM

TO OUR VALUED CLIENTS:

Please let us know how we have served you. You may use this form for compliments, complaints, or suggestions. (Ipaalam po ninyo sa amin kung paano namin kayo mapaglingkuran).

Name (Pangalan): _____

Address (Tirahan): _____

Phone Number (Telepono): _____

Department (Departamento): _____

<input type="checkbox"/>	Compliment (Papuri)	_____ _____ _____
<input type="checkbox"/>	Suggestion (Mungkahi)	_____ _____ _____
<input type="checkbox"/>	Complaint (Reklamo)	_____ _____ _____

What is your complaint? (Ano po ang inyong reklamo?)

When did it happen? (Kailan po nangyari?)

What would you like us to do? (Ano po ang gusto ninyong gawin namin?)

Signature (Lagda) _____ Date (Petsa) _____

Would you like a written reply? (Nais nyo po ba ng sagot na nakasulat?)

Yes (Oo) No (Hindi)