



F.006 COMPLAINT INVESTIGATION FORM

Complaint Investigation Form No.	
Enquiry No.	
Job No.	
Report No.	
Invoice No.	
Complainant Details	
Corrective Action No. (if applicable)	
Preventive Action No. (if applicable)	
Complainant Reference	

<p>Details of complaint (including customer or other details and correspondence references) NOTE: Further details may be added on additional sheets.</p>	
<p>Complaint Findings (if valid initiate Corrective Action Procedure and include evidence therein)</p>	<p>VALID / REJECTED</p>
<p>Form Completed by (sign and print)</p>	
<p>Date</p>	



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Supplementary Information (for official use only)

F.001 No.	
F.002 No.	
F.003 No.	
F.004 No.	
F.005 No.	
Report(s) No.(s)	
Report(s) Issue Date(s)	
Invoice No.	
Invoice Issue Date	

Additional Documentation/ Instruction(s)/ Sheets (as appropriate):