

Complaint **under** Section 2(e) of Act IV of **2010**

Date: _____

Section No. 1 - Particulars of the complainant

Name of the complainant: _____

Designation: _____ Department: _____

Date of joining the service: _____ Date of incident: _____

Place of the incident: _____ Time of incident: _____

Section No. 2 - Particulars of the mam accused:

Name of the accused _____

Designation of the accused: _____ Department: _____

Section No. 3 - Particulars of the witnesses, if any.

Witness No. 1

Witness No. 2

Witness No. 3

Name: _____

Name: _____

Name: _____

Designation: _____

Designation: _____

Designation: _____

Department: _____

Department: _____

Department: _____

Section No. 4 - Brief description of the incident (attach extra sheets, if required).

Section No. 5

Do you want the incident to be dealt with under the procedure prescribed for:-

a) Informal Complaints.

OR

b) Formal Complaints

Section No. 6

Declaration by the complainant

I hereby declare that I am aware of the contents of Section 5(3) of Act IV of 2010 regarding complaints found to be false and make with mala fide intentions.

Signature of the complainant