



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**PERSONNEL DIVISION**

**COMPLAINT AND FEEDBACK FORM**

**A. SERVICE REQUEST/HINIHINGI O HINILING NA SERBISYO**

- Receiving of Application for Employment
- Issuance of Certificate of Employment
- Issuance of Person Travel Abroad Authority
- Application Process for Recruitment, Selection and Placement of Personnel
- Training Implementation
- Training Needs Analysis

**B. CLIENT SATISFACTION RATING/PAGSUSURI NG SERBISYO**

Please check (✓) the appropriate boxes (□)/ *Lagyan ng (✓) ang wastong kahon.*

Question/Katanugan		Excellent (5)	Very Satisfied (4)	Satisfactory (3)	Moderately Satisfied (2)	Poor (1)
<input type="checkbox"/>	How do you rate our service?					

**C. CUSTOMER FEEDBACK/PUNA**

1. Please check (✓) the appropriate boxes (□)/ *Lagyan ng (✓) ang wastong kahon.*

\_\_\_\_\_ **Compliment/Pagpuri**                  \_\_\_\_\_ **Suggestion/Mungkahi**                  \_\_\_\_\_ **Complain/Reklamo**

2. Facts or details of the incident/*Pahayag sa insidente*

---



---



---



---

3. Recommendation/Suggestion/Desired Action from the Office/*Mungkahi sa Opisina*

---



---



---



---