

All correspondence to be addressed to the Chief Executive Officer PO Box 191 BARCALDINE QLD 4725

www.barcaldinerc.qld.gov.au

REGISTER OF COMPLAINTS (INTERNAL/EXTERNAL)

Date :	
Time :	
Person initiating the complaint :	
Address:	
Phone:	
Nature of Complaint :	
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Office Use Only	
Person responsible for resolving the complaint:	
Corrective action taken :	
Date this Complaint was rectified :	
Signature of Person initiating or receiving the Complaint :	

A copy of this complaint must be handed to the person specified above as soon as possible. Duplicate copy to go to (1) CEO and (2) Area Executive Manager.

ARAMAC OFFICE

Phone: (07) 4652 9999 Fax: (07) 4652 9990 **BARCALDINE OFFICE**

Phone: (07) 4651 5600 Fax: (07) 4651 1778 ALPHA OFFICE

Phone: (07) 4985 1166 Fax: (07) 4985 1162