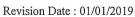
APPENDIX 1

Work Station : IIMU

Revision No.: 03





INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA INTERNATIONAL INSTITUTE FOR MUSLIM UNITY (COMPLAINT/SUGGESTION FORM)

| LOCATION: Gombak | | DATE: | |
|-------------------------|------------|-------|---|
| 1. COMPLAINT | SUGGESTION | | |
| 2. SUBJECT: | | | |
| 3. DESCRIPTION : | , | | |
| | | *** | 8 |
| | | * | |
| | | | |
| Name :Address : | | | |
| Tel. No. : | E-Mail : | | _ |

| FOR OFFICE USE ONLY: | |
|---|---------------------------------------|
| Received By: | Date Received : |
| | |
| Investigation Done (Identify the genuineness of the com | plaint) : |
| Root Cause of the Problem: | |
| | • |
| Corrective Action Taken: | |
| 1) Immediate Action & Completion Date | 2) Long-Term Action & Completion Date |
| | |
| Verified By: | |
| | |
| | |