

FEEDBACK FORM



Thank You, for providing us with the opportunity to serve your organization.

Our aim is to provide you with the highest standard of service and to ensure that we consistently meet and exceed your expectations.

We welcome your feedback and encourage you to share your comments regarding your experience with us. Your feedback assists us to improve the services we offer to all our valued clients.

Feedback Requested On	Poor	Average	Good	Excellent
Promptness of Response / Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication & /Or Clarity of the service offered at each stage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service offered by the Auditor/Trainer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service offered by the Admin Staff (Sales/Audit-Scheduling)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service offered by the Accounts Team (Invoicing/Collection/Receipt of Payment)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Service offered by the Technical Staff (Certification Coordination / Usage of Logo)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complaints Handling (If Applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall quality of our services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Service offered by any specific person that you would like to highlight (Positive Or Negative)	
Additional Comments / Areas You Feel Need Improvement /Complaints	
Name	
Company	
Position	
Contact Number	
Email Address	
Signature & Date	

We would like to thank you for completing this form and assisting us in continually improving the services we offer to our clients.