

RESERVED FOR COMPLAINTS DEPARTMENT	
No. assigned to the file:	
Received by:	Date :

1. IDENTITY OF THE COMPLAINANT

Status	Employee -	Member of the - direction	Customer -	Supplier -	Partner - commercial	Other -	
Name							
Address							
Phone				E-mail			

Have you ever had a business relationship with "Dawco Construction Companies"

Have you ever worked with the employee you are filing the complaint against?

What method should we use to contact you?

2. IDENTITY OF THE AUTHOR OF THE WRONG ACT

Status	Employee -	Member of the - direction	Customer -	Supplier -	Partner - commercial	Other -
Name						

3. COMPLAINT INFORMATION

Financial information and accounting	-	Damage to property or person	-
Health and safety, environment	-	Theft, embezzlement, fraud	-
Unethical behavior and conflict of interest	-	Violation of laws, regulations, policies and procedures	-
Manipulation or falsification of data	-	Other:	-

3. COMPLAINT INFORMATION

Description of the facts. If space is insufficient, attach an additional sheet:

CONTINUED--- COMPLAINT INFORMATION

Event Date	Event location	
Repeating event	YES -	NO -
Witnesses	Title	Title
	Contact details	Contact details
How can we join these witnesses?	Tel:	Tel:
	E-mail :	E-mail :

Evidence

I, the (please attach, if possible, evidence to this complaint form; a photocopy is sufficient, you can keep the originals)

Your expectations regarding the actions to be taken (optional):

I, the undersigned _____ attests to the veracity of the information mentioned in this form and agrees that this form will be sent to the administrator or authorities responsible for the investigation that will be carried out following this complaint.

Signed at: _____ the: _____

Signature : _____

Send the completed form to one of Les Entreprises de Construction Dawco Inc. integrity agents to the following address: "rseguin@dawco.ca" or "slambert@dawco.ca".

If your system allows it, you can use the below button to automatically create your email.