

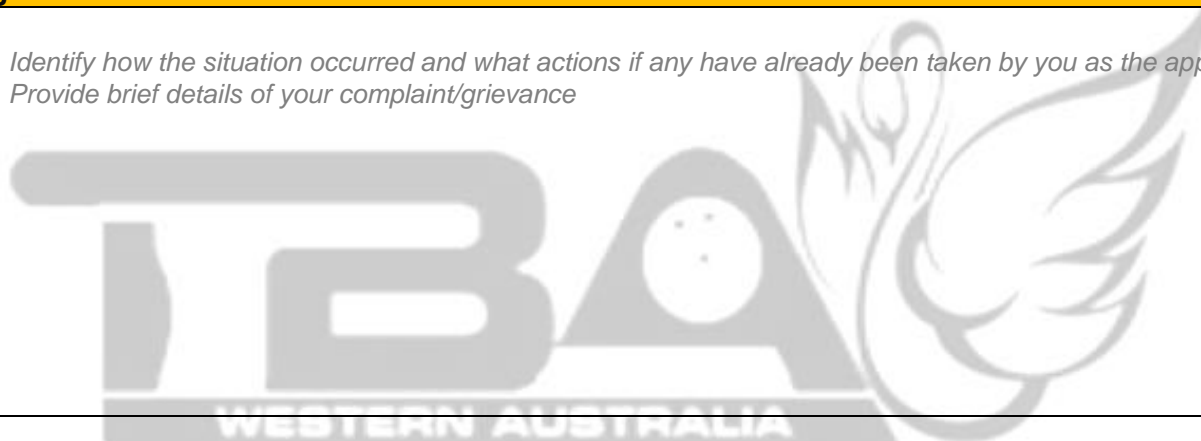


Tenpin Bowling Association of Western Australia Formal Grievance or Compliant Report

Name of Applicant		Date:
TBA Membership Number		Athlete/Volunteer/Parent/ Other
Contact for Applicant		
Allegation/Issue		
Received By		
Investigating Party Name		

Background of Issue

- *Identify how the situation occurred and what actions if any have already been taken by you as the applicant*
- *Provide brief details of your complaint/grievance*



Remit of Investigation/Review of application

- *Define the breach of policy if applicable*
- *Define reason for investigation*
- *What allegations are of concern in the application*



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Review process

- Identify the process that was taken when this application was received
- Identify and outline the people involved in the is review/investigation
- Identify the steps or process completed to finalise this investigation/review

Recommendations/Outcome

- Outline recommendations to the board if this was completed by a third party or independent panel
- Outline the findings of the application
- Outline actions taken
- Outline how the applicant has been notified and when

Name:

Date:

Contact:

Signature:

Admin Use Only/Record Management

Mfiles ID:

Date Finalised:

Date Applicant Notified

Applicant Notified by:

TBA Updated?

How many pages is this report?