



**Ministry of Health
Bhutan Food and Drug Authority
CERTIFICATION SERVICES**

COMPLAINT FORM

Date:

**To,
The Certification Manager
Certification Services
BFDA Head Office, Thimphu.**

Subject: SUBMISSION OF COMPLAINT.

Dear Sir/Madam,

The undersigned would like to submit the complaint with regard to the services and decisions of BFDA-Certification Services as below:

Name of the Complainant	
Email address	
Mobile No.	
Name, Designation and Address of the Company/Firm	
Description of Complaint Subject:	
Signature	
Date	

NOTE: Submission of incomplete Complaint Form will not be considered for further processing of the Complaint.

REQUEST:

Please email us the filled Complaint Format [certification - body@bfda.gov.bt](mailto:certification-body@bfda.gov.bt) OR send the filled form, in a sealed envelope to this address:

**The Certification Manager
Certification Services, BFDA, MoH, Thimphu
Post Box No. 1071**