

RECORD OF INFORMAL COMPLAINT OF HARASSMENT OR BULLYING

This form is to be completed by the person making the complaint, once it has been resolved informally.

1. Your details:

Name:

Rank/Grade:

Unit:

2. Details of person about whom the complaint was made (respondent):

Name:

Rank:

Unit:

3. How the complaint was resolved (tick box to indicate method used):

Direct challenge

Assisted direct challenge

Written direct challenge

Informal management intercession

Manager assisted informal dispute resolution

Independent mediation

I am content that my complaint has been resolved. I will ensure that the respondent receives a copy of this form.

Signature of complainant:

Date:

Please now send a copy of this form to the respondent and to the MDPGA Diversity and Equality Unit, MDPGA HQ, Wethersfield, Essex CM7 4AZ