

Format for filing grievance against the findings, decisions and awards of the Ombudsperson:	
1. Title:	
(Grievance Against [Ombudsperson's Findings/Decision/Award] Dated [Date])	
2. Applicant's Details:	
Name:	
Address:	
Phone Number:	
Email Address:	
3. Respondent's Details:	
Name of the Ombudsperson:	
Address of Ombudsperson's Office:	
4. Reference Number:	
Complaint Reference Number:	
Date of Ombudsperson's Decision:	
5. Brief Overview:	
Nature of Original Complaint:	
Summary of Ombudsperson's Decision:	
6. Grounds for Grievance:	
Detailed Explanation of Why You Disagree: (Reference specific parts of the Ombudsperson's findings, decisions, or awards.)	
Supporting Documents: (Attach copies of relevant communications, evidence, and previous responses.)	
7. Relief Sought:	
What You Want the Review to Achieve: (E.g., reversal of decision, additional investigation, etc.)	
8. Declaration:	
Statement of Truth: (Declare that all provided information is accurate and that no important facts are omitted.)	
9. Signature:	
Signature of the Applicant:	
Date:	