

## Compliments / Comments / Complaints Log

**QMF-05**

VF-B ✓	VF-C ✓	VF-R ✓	VH ✓	VR n/a	VS ✓	VB ✓	VGE ✓	VL Use QMF-05-VL	VI ✓	Shared Services n/a
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Business Unit:		Contract Name:		Contract No.:	
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This Customer / Stakeholder Correspondence record must be made available to the Considerate Constructors Scheme Monitor for inspection as requested. It should be reviewed at the regular project team meetings.

Ref.	Date	Name of Contact	Contact Details (Name, Address, Tel.)	Compliment / Complaint / Comment	Details	Action Taken	Close Out Date
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							