

Suggestion Form

Name : _____ Gender : _____

Contact number : _____ Address: _____

Department concerned : _____ Staff no. : _____

Opinion details (Please clearly describe the circumstances, date, time and location of the incident. If there is insufficient information, DSI may not be able to follow up.)

Signature : _____ Date : _____

Notes:

1. Provision of personal data is on a voluntary basis. In accordance with the stipulations of Article 21 (2) of Decree No. 5/98/M of 2 February, the information provided by anonymous persons will be disposed.
2. Pursuant to the stipulations of Article 21 (3) of the abovementioned Decree, DSI will reply in 45 days from the day of receiving the suggestion, complaint or objection provided that the individual concerned has provided identification information and address. If longer time is needed for DSI to prepare the reply, DSI will explain to the individual concerned and give an expected date of reply.
3. Personal Data Collection Statement
 - (1) Personal data provided by individuals to DSI will only be used for the purpose which is directly related to the complaints, objections and suggestions.
 - (2) Only if there is a need when handling the suggestion, complaint or objection, the relevant personal data may be transferred to the respondent and individuals or organizations which we need to contact for following up the concerned case. Subject to the need of the lawsuit, the relevant personal data may also be transferred to the police or judiciary authorities.
 - (3) Pursuant to the stipulations of Article 11 of Decree No. 8/2005 (Personal Data Protection Act), the concerned individuals have the right to write to apply for reading, correcting or updating their personal data archived in DSI.

If you would like to express your opinion by phone, please call 83940890/83940542/83940563.

We are grateful for your valuable opinions.