*MSD-IGU-01/V01/R-02/ED-01022022*

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|  | **MANAGEMENT SERVICES DIVISION** |

**IIUM REMEDIAL GRIEVANCE SYSTEM**

**GRIEVANCE FORM**

Secretariat

IIUM Remedial Grievance System

Integrity and Governance Unit

Management Services Division

International Islamic University Malaysia

*To be filled by complainant*

Name :

Staff No. :

K/C/D/I/O/M :

Contact No. :

Issue *(Kindly use attachment if necessary)*:

**Please use attachment and submit with necessary document (if any)**

PLEASE NOTE that the complaint on the following matters would **NOT be entertained** by the Remedial Grievance Committee:

1. Any policies that have been decided and approved by the government
2. Matters related to policies. However, matters related to implementation of the policies may be subject to complaint
3. Matters meant for personal benefit or lies that serve malevolent purposes character of the other person
4. All matters that relate to student affairs that include academic, welfare and financial matters unless otherwise determined by the University Management Committee.

Should the complaints be found baseless or have malevolent purposes, the complainants are liable to disciplinary actions or other actions to be decided by the University Management Committee.

…………………………………. Date: ………………………..

(Signature)