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Before completing the Complaint Form please make sure you read the Complaint's & Discipline Page on CSAP's website and those sections of CSAP's Bylaws and Rules (available on CSAP's website) relating to complaints and discipline. The complaint must be related to a submission to the Ministry Director respecting work under Protocol 6 or another matter specifically stated in CSAP's Rules (the "CSAP work"). Please direct any complaint that is not related to CSAP work to the appropriate professional association of the member. A complaint must be filed within 6 months of the complainant becoming aware of, or having ought to have known of, the grounds for the complaint. If complaining about more than one CSAP Member, a separate form is required for each one

Complainant Information

Name: _____
Company: _____ Address: _____
Telephone: _____ Email: _____

CSAP Member Information

Name: _____
Company: _____

Details

Location: _____
Date & Time: _____ Type of Work: _____
Nature of Complaint: _____

Description of Complaint: (Please provide factual information regarding the complaint, including what has taken place and on what dates. Also provide copies of all relevant documents)

Complainant Signature

Date

Acknowledgement of Complaint

Executive Director Signature

Date Received