

**Government of Pakistan**  
**Ministry of Industries & Production**  
**Small & Medium Enterprises Development Authority (SMEDA)**  
**3<sup>rd</sup> Building, 4<sup>th</sup> Floor, Aiwan-e-Iqbal Complex, Egerton Road Lahore**

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Complaint No: \_\_\_\_\_

(for office use only)

Focal Person Copy

Wing Copy

i. Name: \_\_\_\_\_

ii. CNIC: \_\_\_\_\_

iii. Contact #: \_\_\_\_\_

iv. Email if any: \_\_\_\_\_

v. Mailing Address: \_\_\_\_\_

vi. Whether employee of Ministry / Org: \_\_\_\_\_ Yes / No.

vii. If yes in Serial No. iv.

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

viii. Nature of complaint:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(may attach additional sheets)

ix. Relief Sought:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

x. Remarks of Focal Persons: (For office use only)  
\_\_\_\_\_  
\_\_\_\_\_

xi. Remarks of Relevant JS: (For office use only)  
\_\_\_\_\_