

BEFORE THE WAFAQI MOHTASIB,

Islamabad/Lahore/Karachi/Peshawar/Quetta/Sukkur/Multan/Faisalabad & D. I. Khan

1. Name & Address of the complainant _____

2. National Identity card No. _____
3. Telephone Nos., if any. _____
4. Name of the Agency complained against _____

5. Main grievances requiring redressal:
 - a.
 - b.
 - c.
 - d.
 - e.

(Detailed complaint is annexed)
6. Prayer _____

A F F I D A V I T

7. I, _____ do hereby solemnly affirm:
 - a. That the facts mentioned in this complaint are correct to the best of my knowledge and belief.
 - b. That no complaint on this subject has previously been lodged with the Wafaqi Mohtasib by me, or on my behalf, in the Head Office or any of the Regional Offices

or

*That a complaint No: _____ dated _____ has previously been lodged with the Wafaqi Mohtasib on this subject.
 - c. That no suit, appeal, petition or other judicial proceeding in connection with the subject matter of this complaint is pending in any court, tribunal or board

or

*That a suit, appeal, petition or other judicial proceeding in this connection is pending before the _____ Case No: _____
 - d. Omitted.

Signature/Thumb Impression of the Complainant

INSTRUCTIONS

1. The complaint need not be accompanied by this Form if all the particulars required for registration of the complaint are included on a plain paper.

2. Addresses of the Offices of the Wafaqi Mohtasib :—

a.	Wafaqi Mohtasib Secretariat, Zero Point, Islamabad	P.O. Box No: 1992 Tele Nos. Exchange: 92-51-9252391-4 Fax No: 92-51-9252178 E-mail: mohtasib@mohtasib.gov.pk
b.	Wafaqi Mohtasib Secretariat, Regional Office, 3rd Floor, State Life Building, 15-A, Davis Road, Lahore	Tele Nos. Exchange: 92-42-9201017-8 Fax No: 92-42-9201021 E-mail: wmsrol@mohtasib.gov.pk
c.	Wafaqi Mohtasib Secretariat, Regional Office, 4-B, Federal Govt. Secretariat, Saddar, Karachi	Tele No. Exchange: 92-21-9202115 Fax No: 92-21-9202121 E-mail: wmsrok@mohtasib.gov.pk
d.	Wafaqi Mohtasib Secretariat, Regional Office, 1 st Floor, Benevolent Fund Building, Peshawar Cantt.	Tele No: 92-91-9211574 Fax No: 92-91-9211571 E-mail: wmsrop@mohtasib.gov.pk
e.	Wafaqi Mohtasib Secretariat, Regional Office, Barganza Villas, Qaddafi Street, Link Zarghoon Road, Quetta	Tele No: 92-81-9202679 Fax No: 92-81-9202691 E-mail: wmsroq@mohtasib.gov.pk
f.	Wafaqi Mohtasib Secretariat, Regional Office, Banglow No. CS-550/13-B, Court Road, Near Mukhtiarkar Office, Sukkur	Tele No: 92-71-9310011, 9310009 Fax No: 92-71-9310012 E-mail: wmsros@mohtasib.gov.pk
g.	Wafaqi Mohtasib Secretariat, Regional Office, Bungalow No. 17(XIX) Stadium Corner Vehari Road, Multan	Tele No: 92-61-6783423 Fax No: 92-61-9220182 E-mail: wmsrom@mohtasib.gov.pk
h.	Wafaqi Mohtasib Secretariat, Regional Office, 98-A, Opp. PARCO/Total Filling Station, Peoples Colony No. 1, Jaranwala Road, Faisalabad	Tele No: 92-41-9220546 Fax No: 92-41-9220545 E-mail: wmsrof@mohtasib.gov.pk
i.	Wafaqi Mohtasib Secretariat, Regional Office, H. No. 31/4, Quaid-e-Azam Road, Near GPO Chowk, D. I. Khan	Tele No: 92-966-9280095 Fax No: 92-966-9280096 E-mail: wmsrod@mohtasib.gov.pk

3. The complaint can be presented to the Wafaqi Mohtasib in any one of the following ways :—

- It can be sent to any of the Offices of Wafaqi Mohtasib by post, fax or e-mail.
- It can be presented to the Incharge Central Registry/Receipt and Issue Section, of any of the offices during the office hours on working days, who shall issue a receipt on the prescribed Form.
- A complaint can also be presented to the Wafaqi Mohtasib in person at the Head Office, Islamabad or any Regional Office, when he happens to be there.

4. The Wafaqi Mohtasib can investigate complaints of mal-administration against any Federal Ministry/Division/Department/Corporation/Commission/Institution/ Statutory Body established or controlled by the Federal Government but does not include the Supreme Court, the Supreme Judicial Council, the Federal Shariat Court or High Court and the Federal Public Service Commission (FPSC). Complaints pertaining to Pakistan's relations with foreign States, and Defence matters or complaints against the Armed Forces fall outside his jurisdiction. Similarly a matter which is sub-judice at the time of filing of a complaint, or complaints by or on behalf of a public servant or functionary concerning any matter relating to the Agency in which he is, or has been working, are barred. (Detailed information with regard to the jurisdiction of the Wafaqi Mohtasib can be obtained personally or by post from any of the offices of Wafaqi Mohtasib).

5. It is advisable to represent to higher authorities of the concerned Agency before making a complaint to the Wafaqi Mohtasib.

6. Copies of relevant documents and the latest correspondence with the Agency should, if possible, be annexed to the complaint.

7. The receipt of the complaint is acknowledged and the orders passed by the Wafaqi Mohtasib with regard to its admission or rejection are communicated to the complainant within a month of the receipt of the complaint. However, after investigation has commenced, the complainant is informed of the position of his case at least once in three months. If the complainant does not receive any information during the prescribed periods, he can contact the Director General (Complaints) or the dealing officer personally or through post or telex or on telephone, as convenient.

8. The Investigating Officer can also be contacted by telephone, by fax or by e-mail on in important matters.