



Republic of Kenya  
MINISTRY OF INTERIOR AND NATIONAL ADMINISTRATION  
Complaints Form

Date .....

PART A. Details of Complainant(s)

Name .....

Individual

Organization

Telephone No. ....

Email Address. ....

Gender Male  Female

Postal Address ..... Enter

City ..... Enter

County ..... Enter Sub

County..... Enter Division

..... Enter Location/Sub

Location .....

Which Public Institution or Officer are you complaining about?

.....

Have you complained to the Public Institution or Public Officer involved? Yes No

What was the outcome of your complaint?

.....

.....

Have you reported this matter to any other public institution/public official? Yes No

Name of Institution you reported to. ....

Has this matter been the subject of Court proceedings?\* Yes No

**PART B. Details of Complaint**

Summary of Complaint (*Attach documents*)

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.....  
.....

What are the specific issues that you would want the Office to inquire into? Please list them below

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.....  
.....  
.....

What action would you wish the Office to take?

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.....  
.....  
.....

Remarks on the decision.....

*This form is issued free of charge from any Department in this ministry.  
It can also be obtained from Regional Commissioners, County Commissioners, Deputy County Commissioners and all Huduma Centers in the Republic.  
The form can also be downloaded from our website [www.interior.go.ke](http://www.interior.go.ke)*