



FORM FOR COMPLAINTS AGAINST MEMBERS OF THE ROYAL BERKSHIRE FIRE AUTHORITY ('THE AUTHORITY')

FOR USE IN THE CASE OF ALLEGATIONS THAT A MEMBER HAS FAILED TO COMPLY WITH THE AUTHORITY'S CODE OF CONDUCT

**Your details**

Title .....

First name .....

Last name .....

Email address .....

Address .....

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Post code .....

Daytime telephone number .....

Evening telephone number .....

The Authority member(s) about whom you wish to complain

Name(s) of member(s)

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**Your Complaint**

Please explain what the member has done that you believe breaches the code of conduct.

Please be specific. If you are complaining about more than one member you should clearly explain what each individual member has done that you believe breaches the code of conduct.

Complaint

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Paragraph/s of the code you think have been breached

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Details of any witnesses

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Informal resolution

The Authority will normally try to resolve your complaint informally if possible.

To assist, please give details of the remedy you are seeking or the action you think might provide a satisfactory resolution of your complaint.

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Request for your information to be withheld

You should complete this section only if you are requesting that your identity or the details of the complainant be kept confidential.

Please provide details of why you believe we should withhold your name and/or the details of your complaint.

Information you would like withheld

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Reasons why you would like this information withheld

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**Please return the form to:**

Monitoring Officer  
Royal Berkshire Fire and Rescue  
Newsham Court  
Pincents Kiln  
Reading  
Berkshire  
RG31 7SD  
Email: [gbritten@bucksfire.gov.uk](mailto:gbritten@bucksfire.gov.uk)