DR Sports	**Quality Procedure** **Procedure for Handling Complaint and Appeal**	Document No.	QP 07
		Revision No.	1.0
		Date	20th December 2016

1.0 Document Details

Document ID	QP 07
Document Name	Procedure for Handling Complaint and Appeal
Document Owner	Management of Discovery Royal Sports L.L.C
Revision No.	1.0
Revision Date	20th December 2016
Review Period	1 year

2.0 Approvals

The signatures below certify that this document has been reviewed and accepted, and demonstrates that the signatories are aware of all the requirements herein and are committed to ensuring their provision.

Created By	Subhasini	Administration Executive		25.12.2016
Reviewed By	Om Prasad	Director / Examiner		25.12.2016
Approved By	Rashed Salem Rashed Saif	Executive Director		25.12.2016
	Name	Designation	Signature	Date

3.0 Amendment Record Sheet

Amd. No.	Date of amendment	Page No.	Present		Amended		Nature of change	Brief description of change	Reason for the amendment	Sign.
			Rev. No.	Issue No.	Rev. No.	Issue No.				