**TASMANIA PRISON SERVICE**

**Members of the Community**

**Complaint Form – Form 4B**

You are encouraged to make complaints to us, as this is the quickest and most effective way to address your needs and resolve your concerns. You can do this by ssubmitting a written complaint to the TPS Performance and Compliance Unit via email Prison.PerformanceAndComplianceUnit@justice.tas.gov.au or post:

**Performance and Compliance Unit**
**Tasmania Prison Service**
**PO Box 24**
**Lindisfarne TAS 7015**

The TPS aims to investigate and respond to all community complaints within 30 days.

Please note that complaints relating to health care services for prisoners will be redirected to the Department of Health and Human Services (DHHS), Correctional Primary Health Services Division.

About you

**Full Name:**

**Postal / Mailing Address:**

**Post Code:**

**Telephone:**

**Email:**

**Preferred method of receiving a response from us:** Phone [ ]  Email [ ]  Letter [ ]

*If this complaint relates to a prisoner, please advise us of their full name:*

**Prisoner’s Full Name:**

Complaint details

**Signature of person making complaint:**

**Date:**