



Department of Foreign Affairs
2330 Roxas Boulevard, Pasay City
Client Feedback Form

Name of Client / *Pangalan ng Klিয়েyente* (Optional): _____

E-mail Address: _____

Transaction Date / *Petsa ng Transaksyon*: _____

Time / *Oras*: _____ AM/PM

Name of Employee / *Pangalan ng Empleyado* (Optional): _____

Service Availed / *Serbisyong Natanggap*: _____

Quality of Service / *Kalidad ng Serbisyo*

Courteousness / *Pagiging Magalang* Excellent Satisfactory Neutral Unsatisfactory Poor

Promptness / *Kabilisan ng Serbisyo* Excellent Satisfactory Neutral Unsatisfactory Poor

Knowledge and Ability / *Kaalaman at Kakayahan sa Pagbibigay-Serbisyo* Excellent Satisfactory Neutral Unsatisfactory Poor

Facilities / *Mga Kagamitan sa Tanggapan*

Comfort / *Kaginhawaan* Excellent Satisfactory Neutral Unsatisfactory Poor

Cleanliness / *Kalinisan* Excellent Satisfactory Neutral Unsatisfactory Poor

Sufficiency / *Sapat (Pasilidad, Kagamitan)* Excellent Satisfactory Neutral Unsatisfactory Poor

Other comments, inputs and suggestions / *Iba pang kuro-kuro*: _____

Indicators:



Excellent/*Magaling* | Satisfactory/*Nasiyahan* | Neutral/*Walang Masabi* | Unsatisfactory/*Hindi Nasiyahan* | Poor/*Masama*

Important Reminder: The contents shall be kept confidential and shall be for internal use/evaluation only.

Mahalagang Paalala: Ang nilalaman ng kasulatang ito ay pananatiliing lihim at gagamitin lamang ng kinauukulan sa pagsukat at pagtimbang ng serbisyong natanggap.