



How are we doing in serving you? Comment Card

Confederated Tribes of the Umatilla Indian Reservation
46411 Timine Way, Pendleton, OR 97801 / Phone 541-276-3165 / Fax 541-276-3095 / email: info@ctuir.org

**Please email this form to info@ctuir.org or submit it at the front desk of the Nixyaawii Governance Center.
Copies of all Comment Cards are provided to the Office of the Executive Director for action.**

CTUIR rep. receiving this form or filling it out on someone's behalf:

DATE:

Name:

NOTE: if submitted anonymously, we are not able to contact you or follow-up with you. Persons submitting a name and signature shall not be subject to retaliation as a result of the information provided on this form.

Address:

City:

State:

ZIP Code:

Phone(s):

Email Address:

How do you prefer that we contact you? (circle one) Mail Phone Email I do not want to be contacted

Best time to reach you? Morning Afternoon Evening Specific time:

Signature of person submitting this form (if not anonymous):

NOTE: if submitted anonymously, we are not able to contact you or follow-up with you. Persons submitting a name and signature shall not be subject to retaliation as a result of the information provided on this form.

Nature of Issue: Question Compliment Suggestion Complaint Other

What do you want to share with us? (attach additional pages if needed)

Date of issue (if applicable):

Location:

Departments/Programs involved (if known):

Names of staff members involved (if known):

Do you have a suggestion for how to resolve or address your issue? (attach additional pages if needed)



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Follow-up actions within CTUIR (for use by CTUIR staff)

Which department was this item referred to?

Which staff person was this item referred to?

Date & Time

Method of referral: Email Phone In person

How was this issue resolved or addressed?

Follow-up with commenter (for use by CTUIR staff)

NOTE: Information about personnel actions are not to be shared with the commenter.

What did we do to address or resolve this issue? (summarize what was conveyed to the commenter)

Date of follow-up:

Method:

Follow up completed by: