

**Assessment Feedback Form**

We value your opinion on all aspects of your planned/recent assessment. This helps us to improve the quality of our services and your overall experience. All information is treated in the strictest confidence unless your consent is given as outlined at the bottom of the form.

Name

Company

Telephone

e-mail address

Date of Assessment

Scheme Name

**Administration**

Please comment on our administration process? Were our Staff helpful and polite? Did you receive all of the information you needed?

**Assessment**

Please comment on the assessment, for instance: Was the assessor punctual, dressed appropriately, knowledgeable, and complied with any special site requirements?

**Certification**

Please comment on the follow-up, for instance: Were you advised of the steps to certification? Were any corrective actions handled professionally and in good time? Did you receive your certificate in good time?

**Any other comments:**

Continue overleaf if necessary

Thank you for your time in completing this form. Please tick the boxes if.....

- you would like to discuss your feedback
- you are happy for us to share this information with the assessor
- you are happy for your comments to be published  
(we would always seek agreement in additional confirmation in advance of any publication)

Please reply to:

The General Manager, Kiwa Agri Food, The Inspire, Hornbeam Square West, HARROGATE. HG2 8PA

FAX to: 01423 878870. Tel: 01423 878878 email: office@kiwa.co.uk