

Member Feedback Protocol

Date: [Insert Date]

Dear [Member's Name],

Thank you for taking the time to provide your feedback on our services. We value your input and are committed to addressing your concerns promptly.

Feedback Details

Feedback Type: [Type of Feedback]

Date of Feedback Submission: [Submission Date]

Details: [Feedback Details]

Protocol for Follow-Up

1. Acknowledge receipt of your feedback within [Insert Time Frame].
2. Review feedback and discuss it with relevant teams.
3. Provide a response or suggested solutions within [Insert Time Frame].
4. Follow up to ensure satisfaction with the response within [Insert Time Frame].

We appreciate your engagement and look forward to improving our services with your suggestions.

Best Regards,

[Your Name]

[Your Position]

[Your Organization]