**PROCEDURE OF FILING COMPLAINT**

"Complaint" means all petitions or communication received in the Commission from a non-resident Indian or from any other person on his behalf, in person or by post or by email or by fax or by any other means whatsoever, alleging, disputes or violations or abetment thereof or negligence in the prevention of such dispute or violation by a public servant or a private person or providing material on the basis of which the Commission takes Suo-Moto cognizance. Similarly, complaint can be filed against non-resident India on the grounds referred to above.

The complainant should file his/her complaint as per checklists enclosed on the website, according to his/her grievance. The complaint can be filed in either Hindi/Punjab/English. The complainant should be origin of Punjab State or occurrence in complaint should Punjab-related.

The Commission also takes cognizance or grievances of non-resident of Indian's published in any newspaper or news broadcasted on TV channel or radio or any other means of information.