

Department of Industry for Company Inspection 2012-03

1. Arrange the time & date when they want to come to our office for inspection
2. Go down to DOI for receiving them (Get taxi)
3. While they are in office please ask for lunch, tea, coffee...
4. Arrange taxi for them getting back to DOI (Don't forget to pay the taxi charge)

Note:

1. Don't give/pay taxi charge in their hand, pay it directly to the taxi driver
2. This year (2012), while doing VISA renew for Adrian we have got problem with above matter. We directly paid them money saying for taxi charge but they put money in their pocket & complained to their officers that we didn't pay for the taxi charge. Also they complained that we didn't show them any hospitality.

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