**Anexo N° 01: Formulario de queja por defecto de tramitación**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| |  |  |  |  | | --- | --- | --- | --- | | 1. **DATOS DEL ADMINISTRADO:** | | | | | **APELLIDOS Y NOMBRES / RAZÓN SOCIAL (\*)** | | **D.N.I. / C.E. / R.U.C. / OTRO (\*) N°** | | | **DOMICILIO PROCESAL (\*)** | | | | | **AV. / CL. / JR. / PSJ.** | | **N° / DPTO. / INT.** | | | **URBANIZACIÓN** | **DISTRITO** | **PROVINCIA** | **DEPARTAMENTO** | | **DATOS DE CONTACTO** | | | | | **CORREO ELECTRÓNICO** | | **TELÉFONO / MÓVIL N°** | | | **DATOS DEL REPRESENTANTE LEGAL** | | | | | **APELLIDOS Y NOMBRES** | | | | | **D.N.I. / C.E. / R.U.C. / OTRO (\*) N°** | | **TELÉFONO / MÓVIL N°** | | | Solicito se me notifique en e correo electrónico (E-mail) consignado en el presente formulario (TUO de la LPAG, numeral 20.4 del artículo 20)  **SI NO** | | | | | 1. **AUTORIDAD A CARGO DEL ÓRGANO O UNIDAD ORGÁNICA, A QUIEN VA DIRIGIDA LA QUEJA (\*)** | | | | |  | | | | | 1. **EXPEDIENTE / PROCEDIMIENTO RELACIONADO A LA QUEJA (\*):** | | | | |  | | | | | 1. **FUNDAMENTOS Y DESCRIPCIÓN DE LA QUEJA (\*):** | | | | |  | | | | | 1. **SUPUESTO DEBER INFRINGIDO Y LA NORMA QUE LO EXIGE (\*):** | | | | |  | | | | | 1. **RELACIÓN DE DOCUMENTOS QUE ACOMPAÑAN LA QUEJA:** | | | | |  | | | | |

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Firma / Huella Digital (\*\*)

(\*) Campos obligatorios.

(\*\*) De conformidad con el numeral 3 del artículo 133 de la Ley N° 27444, se permite la huella digital, en caso de no saber firmar o estar impedido.