**COMPLAINT SUBMISSION FORM**

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| **Contact Details** | | |
| **Complainant name** |  | |
| **Complainant email address** |  | |
| **Complainant phone number** |  | |
| **Details of organisation / company you represent** | **Name** |  |
| **Address** |  |
| **Country** |  |
| **Type of organisation/ company you represent** | Please Specify:  (for example: Stakeholders, Auditing Company, Certified Organization, Individual Person, NGO, Trade Union, Academia, Brand, Retailer, FTA, Auditor, Producer, Worker) | |

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| **Organisation / company name that is the subject of the complaint**  *This refers to the organisation you are complaining about, in case of CB or Certified Organisation.* | **Contact Details** | |
| **Name** |  |
| **Contact person** |  |
| **Address** |  |
| **Country** |  |
| **Email and Phone** |  |

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| **Subject of Complaint** |  |
| **Certification Scheme** | Please Specify:  (example: MSPO, ISO 9001, others) |
| **Relevant standard or procedure related to the complaint, if applicable**  *Please state requirement or clause* |  |

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| **Description of complaint**  *Please provide a concise summary of complaint* |  |
| **Details of evidence**  *Please attach any additional files where necessary* |  |

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| Date |  | Complainant’s Signature |