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| * Complaints before the CFA can be presented using this electronic form. The form can be downloaded from the [ILO website](https://www.ilo.org/dyn/normlex/en/f?p=1000:20060:::NO:20060::) and its use is encouraged, but not mandatory. The information requested in the six sections below is important as it enables the Committee to assess the receivability of the complaint. Further information and details in relation to the submission of complaints may be found in the [Special procedures for the examination in the International Labour Organization of complaints alleging violations of freedom of association - Annex I](https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:62:0::NO:62:P62_LIST_ENTRIE_ID:4046805:NO) (para. 31 et seq.). Additional information on the criteria for filtering complaints can be found in the  [March 2021 Report of the Committee (para. 17)](https://www.ilo.org/wcmsp5/groups/public/---ed_norm/---relconf/documents/meetingdocument/wcms_776041.pdf).
* The form needs to be signed by an officer of the complainant organization or a person authorized to take such action under the statutes of the organization or by a person holding power of attorney to act on behalf of the organization. Once filled in and duly signed (an electronic signature can be used), please send the form to libsynd@ilo.org. If not possible, please send it to: Freedom of Association Branch, NORMES; Route des Morillons 4, 1211 Geneva, Switzerland.
* For further support, please contact for workers’ organizations – ACTRAV (ACTRAV@ilo.org) and for employers’ organizations – ACT/EMP (ACTEMP@ilo.org).
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* Electronic form for the presentation of complaints before the ILO’s Committee on Freedom of Association (CFA)
* Receivability
1. **Please indicate the name of the national or international organization(s) of workers or employers presenting the complaint:**

Please provide information on the organization(s) concerned, its statutes, its geographic and/or occupational coverage, contact details, etc. If the organization presenting the complaint does not have a national coverage, please specify the reasons impeding the complaint to be supported by a national or international organization.

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1. **Please indicate the Member State of the Organization against which the complaint is made:**

**………………………………………………………………………………………………………………………………………………………………….**

1. **Please provide a detailed account of the alleged infringements of freedom of association and/or collective bargaining, indicating the date in which such infringements occurred and the reasons for bringing this matter before the CFA.** Please use the expandable space below to provide as much information as possible in support of your allegations.

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Documents containing **evidence in support of the allegations** can be sent together with this form to libsynd@ilo.org. Please provide in the box below the list of documents submitted as evidence.

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* Other information
1. Please indicate whether the issue has already been examined by, or submitted to, the **national competent authorities** (national courts, administrative authorities, social dialogue mechanisms or mechanisms to resolve disputes before the ILO that may exist in the country). Please provide **the most updated information** on the state and outcome of the procedures engaged. Please note that exhaustion of national procedures is not a prerequisite for the presentation of a complaint but does constitute an element for the Committee’s consideration in determining whether it is in a position to provide pertinent recommendations under its mandate.

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1. Please answer the following questions:
	* Would your organization wish to avail itself of the possibility, specifically established by the CFA of seeking **voluntary conciliation or other measures at the national level?** This would lead to a temporary suspension for a maximum period of six months of the examination of the merits of the complaint by the CFA. The suspension would be subject to the agreement of the government, and your organization may request that the CFA resume its consideration of the case prior to conclusion of the six months’ suspension in the event that the conciliation/other measures have failed. The CFA can decide on a limited further extension of the suspension at the request of both parties should the initial conciliation or other measures need a further period of time to successfully resolve the issues raised in the complaint.
	* If yes, please indicate if you would wish to have recourse to the intervention or technical assistance of the Office, including the [ILO Bureau for Workers' Activities](https://www.ilo.org/actrav/lang--en/index.htm) or [Bureau for Employers' Activities](https://www.ilo.org/actemp/lang--en/index.htm), in this regard. The ILO fully supports the resolution of disputes at national level and is available to assist the parties in this regard.

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1. Please indicate whether, to your knowledge, the allegations have already been examined by or submitted to **ILO supervisory bodies** (CFA, [Committee of Experts on the Application of Conventions and Recommendations](https://www.ilo.org/global/standards/applying-and-promoting-international-labour-standards/committee-of-experts-on-the-application-of-conventions-and-recommendations/lang--en/index.htm), [Representations](https://www.ilo.org/global/standards/applying-and-promoting-international-labour-standards/representations/lang--en/index.htm) and [Complaints](https://www.ilo.org/global/standards/applying-and-promoting-international-labour-standards/complaints/lang--en/index.htm) under articles 24 and 26 of the ILO Constitution respectively ) and, if so, in what respect any currently submitted allegations are different from those already examined or submitted. Please find detailed information in the [ILO Supervisory System Guide for Constituents](https://guide-supervision.ilo.org/).

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Please note that this form shall be **duly signed** (an electronic signature can be used)by a representative of a body entitled to present the complaint (please see above) and must be **fully supported by evidence** of the specific infringements of freedom of association and/or collective bargaining alleged ([para. 40 et seq. of the Special Procedures abovementioned).](https://www.ilo.org/dyn/normlex/en/f?p=NORMLEXPUB:62:0::NO:62:P62_LIST_ENTRIE_ID:4046805:NO)

**Date:**

 **Signature/s:**