	FORM	<b>MO-8.1.1.00</b>	
	<b>COMPLAINT-REPORT-NC FORM</b> <b>SOCIAL ACCOUNTABILITY</b>	Date:	
		N°	
		Page:	1 di 2

Name	
Surname	
Address	
ZIP Code	
City	
Province	
Telephone	
E-mail	
Category of affiliation*	<input type="checkbox"/> Client <input type="checkbox"/> Supplier <input type="checkbox"/> Association, NGO <input type="checkbox"/> Institution <input type="checkbox"/> Trade union <input type="checkbox"/> Certification authority <input type="checkbox"/> Other
Communication type *	<input type="checkbox"/> Report <input type="checkbox"/> Complaint <input type="checkbox"/> Non-Compliance
Description	
Category <ul style="list-style-type: none"> <li><input type="checkbox"/> Child Labour</li> <li><input type="checkbox"/> Forced Labour</li> <li><input type="checkbox"/> Health and Safety</li> <li><input type="checkbox"/> Freedom of association and the right of collective bargaining</li> <li><input type="checkbox"/> Discrimination</li> <li><input type="checkbox"/> Disciplinary practices</li> <li><input type="checkbox"/> Working hours</li> <li><input type="checkbox"/> Remuneration</li> <li><input type="checkbox"/> System Management</li> </ul>	

Gaps with an asterisk \* are mandatory.

This form, together with an indication of the aspect you consider to be violated, can be sent to:


**Lemie S.p.A.** via Camozzi, 2 - 24049 Verdello (BG) Italy  
Tel. (+39) 035 482 27 11 - Fax Tel. (+39) 035 482 27 10 - Att.: Social Performance Team SA8000 E-mail: sa8000@lemie.it

**Intertek Italia SpA**  
Via Miglioli 2/A, 20063 Cernusco sul Naviglio (MI) Italy  
Call center: +39 02 95383833 E-mail: [barbara.carini@intertek.com](mailto:barbara.carini@intertek.com)

**Director of Accreditation, SAAS**, 220 East 23rd Street, Suite 605, New York, NY 10010  
fax: +212-684-1515  
E-mail: [saas@saasaccreditation.org](mailto:saas@saasaccreditation.org)

Procedure to submit complaints to SAAS can be found at: <http://www.saasaccreditation.org/document-library> under "SAAS Complaints/Appeals"

**The processing of sensitive data is carried out by Lemie SpA in compliance with Legislative Decree 196/03 and EU Regulation 2016/679 (GDPR).**

	<b>FORM</b>	<b>MO-8.1.1.00</b>	
	<b>COMPLAINT-REPORT-NC FORM SOCIAL ACCOUNTABILITY</b>	Date:	
		N°	
		Page:	2 di 2

<b>FORM RESERVED TO THE COMPANY – REPORT/COMPLAIN №</b>					
Received by:	<input type="checkbox"/> Telephone	<input type="checkbox"/> Post/Fax/email	<input type="checkbox"/> email	<input type="checkbox"/> Box	<input type="checkbox"/> Direct
Relevance judgement	<input type="checkbox"/> Relevant		<input type="checkbox"/> Non relevant		
Answer	<input type="checkbox"/> Notice board	<input type="checkbox"/> Payroll	<input type="checkbox"/> Audit	<input type="checkbox"/> Rapp. SA8000	
<input type="checkbox"/> System non compliance		<input type="checkbox"/> Ethics non compliance		<input type="checkbox"/> Regulation non compliance	
Note:					
Date:			DIR SA8000 Representative signature:		
<b>ANALYSIS OF THE CAUSES</b>					
<b>ACTIONS TO BE TAKEN</b>					
<b>EFFECTIVENESS CHECK AND COMPLAINT/REPORT CLOSING</b>					
Date	<input type="checkbox"/> C	<input type="checkbox"/> NC	Issued after complaint/NC n°		
Date			DIR SA8000 Representative signature:		