Template 8: Grievance Mechanism Tracker

This template of the amfori BSCI System Manual helps producers to gather and keep accurate information about any grievance submitted and its investigation. Grievances that have been submitted should be verified by an auditor.

Additional information is available in Part IV amfori BSCI Guidelines for Producers, Chapter 1: Data Collection and Management and in Annex 4: How to Set Up a Grievance Mechanism.

Producers should complete a separate sheet for each grievance submitted.

Grievance identification number:

Date submitted: Day Month Year

GRIEVANCE STEPS

Hearing of the Parties

Yes No Comments:

Further Investigation Needed

Yes No Comments:

Conclusion Reached and Accepted

Yes No Comments:

Has a Workers' Representative Been Involved?

Yes No Comments:

Has the Grievance Escalated to a Higher Level?

Yes No Comments:

Has the Grievance Led to a Legal Case?

Yes ☐ No ☐ Comments: _____