



Initial Questionnaire

Article 5 of the **Procedure of the Argentine National Contact Point (ANCP) for Responsible Business Conduct** specifies the requirements that must be included in a submission made by an individual or legal entity who believes that the actions or omissions of a Multinational Enterprise may constitute a failure to comply with the **OECD Guidelines for Multinational Enterprises on Responsible Business Conduct**.

The purpose of this document, which **does not** replace the formal written submission required under Article 5 of the ANCP Procedure, is to facilitate initial contact with the ANCP while ensuring that relevant information is not omitted.

1. Provide the **full name or legal name, registered address, identification number, contact telephone, and email address** of the complainant for proper identification and to allow the ANCP to carry out the necessary communications.

2. Provide the **name, location, and representative** of the multinational enterprise alleged to have failed to comply with the Guidelines.



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3. Specify the **provisions of the OECD Guidelines for Multinational Enterprises** that have been or are allegedly not being observed due to the actions or omissions of the multinational enterprise.

4. Provide a **detailed description of the conduct** that may constitute a failure to comply with the **OECD Guidelines for Multinational Enterprises on Responsible Business Conduct**. If there are any documents that could support the submitted complaint, please attach them to this questionnaire.

5. Indicate **how the alleged failure to comply with the Guidelines** affects the complainant or the person(s) represented by them.



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6. Provide a **detailed description of what is expected from the ANCP** as a result of the alleged violations or the actions that you consider the company should take to address the complaint.

7. Describe the **prior actions taken with the multinational enterprise** to reach agreements, the results obtained, the responses received, and the interlocutors involved.

8. Indicate the **existence and current status of any parallel proceedings**, whether judicial or non-judicial, related to the same issues raised in the submitted complaint.