



**Appendix No 2**

**FORM**

**NOTIFYING THE BULGARIAN NATIONAL CONTACT POINT AS TO CASE OF ALLEGED BREACH OF THE OECD GUIDELINES FOR MULTINATIONAL ENTERPRISES**

Under art. 31, para 2 of the Internal Rules on the Organisation and Operation of the NCP and the Coordination with the WP and the Steering Board of the NCP

In accordance with the OECD Guidelines for Multinational Enterprises the Bulgarian NCP shall review cases of alleged breach of the Guidelines and shall provide platform for mediation thus facilitating the resolution of the cases through dialogue and intermediation for achieving a solution mutually acceptable for the parties involved in the case. Anyone can notify the NCP regarding the proper implementation of the Guidelines.

| <b>About the sender</b>  |  |
|--|--|
| Name of the sender (natural person or legal entity, or association of organisations <sup>1</sup> ) |  |
| Registration number (if applicable)  |  |
| Address (post code, city, street, number, etc)   |  |
| E-mail   |  |
| Telephone  |  |
| <b>Sender 1</b>  |  |
| Contact person   |  |
| Name   |  |
| Title  |  |
| Telephone  |  |
| E-mail   |  |
| <b>Sender 2 (if applicable)</b>  |  |
| Contact person   |  |
| Name   |  |
| Title  |  |
| Telephone  |  |
| E-mail   |  |

<sup>1</sup> If the claim is filed by a group of senders, data regarding all filing parties shall be filled in this form.

|   |  |
|---|--|
| Are you filing the claim to the Bulgarian NCP in your own name or on behalf of someone else?  |  |
| If you are filing the claim on behalf of someone else, how would you define your role in protecting the interests of the affected party/ies?  |  |
| What is your aim when filing the claim to the Bulgarian NCP?  |  |
| <b>Opposing party/ies on the case</b>   |  |
| Name of the opposing party/ies in the case, against which you are filing a claim (natural person or legal entity, organisation or association of organisations)   |  |
| Address of the opposing party/ies on the case, against which you are filing the claim (post code, city, street, number, etc.), if available   |  |
| <b>About the case of alleged breach of the OECD Guidelines for Multinational Enterprises</b>  |  |
| In your opinion which of the Chapters of the OECD Guidelines does the specific case relate to? More than one Chapters may be cited.   |  |
| Provide specific detailed information as to the disputed practice, including information as to where the activity/ies has been carried out?   |  |
| Please, provide / list documentation or other information supporting the claims as to the non-observance of the Guidelines  |  |
| Does the claim filed with the NCP concern other countries? (if yes, which countries and why)  |  |
| What in your opinion should the opposing party/ies do in order to rectify the situation described in this form?   |  |
| Have you or your organisation been in contact with the opposing party/ies in relation to the case? What were the results achieved? Provide any relevant documentation (minutes from meetings, written correspondence, etc.) |  |

|   |  |
|---|--|
| <p>Has the case described in this form been reviewed by other institutions or other NCPs? If yes, please, provide relevant information regarding the outcomes and all measures that have been undertaken based on that. Provide useful documentation (minutes from meetings, written correspondence, opinions, decisions, agreements, etc.)</p> |  |
| <p>Other useful information essential to the reviewed case for alleged breach of the Guidelines.</p>  |  |

With the filing of this form you confirm that:

- 1) You are aware that the information provided by you, the accompanying documentation and other attachments will be provided to the opposing party on the case set out in this form;
- 2) You are aware that NCP has a policy of transparency in reviewing cases of alleged breach of the Guidelines and you give your consent some of the non-confidential information submitted by you in this form to be disclosed publicly upon disclosure of the work of the NCP on the case for the purpose of publicity and transparency;
- 3) You have marked clearly and appropriately for this purpose as confidential the information, documents and other attachments which may not be publicly disclosed, and you have stated the grounds for the need for confidentiality. **(Please, note that it is not allowed for the entire set of information and attachments provided by you to be marked as confidential);**
- 4) You are aware that the procedure for review of this case by the NCP requires your active involvement and that, you will cooperate with a view to reaching a solution mutually acceptable for the parties involved in the specific case.