

## CHILD LABOUR NOTIFICATION FORM

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### GENERAL INFORMATION

Date and time call received	
Main contact person from the identifying organisation	
Email	
Phone number	
Region/estate where the case is located	
No. of identified cases	
Date and time of the identified case(s)	
Type of visit (announced/unannounced)	

### CONTACT DETAILS OF THE REPORTING ORGANISATION (IF APPLICABLE)

Organisation name	
Contact person	
Title	
Email	
Phone number	
Mailing address	

### PLANTATION/FACTORY/MILL SITE

Plantation/factory name	
Address	
Contact Person	
Email	
Phone number	

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**THE CENTRE**  
FOR CHILD RIGHTS AND BUSINESS

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**CASE NO. 1**

(To multiply according to number of cases)

<b>Name of the child</b>	
<b>ID number or birth certificate</b> <b>*Please attach a copy along with this form</b>	
<b>Date of birth</b>	
<b>Start date at the plantation/factory/mill</b>	
<b>Salary</b>	
<b>Work position</b>	
<b>Current situation and location of the child</b>	
<b>Hometown or area of social registration</b>	
<b>Phone number</b>	
<b>Other means to keep in touch (e.g., friend or sibling's phone number)</b>	
<b>Family status including primary caretaker and location of legal guardians (e.g., parents)</b>	
<b>Name and contact number of legal guardians (e.g., parents)</b>	
<b>Main reason(s) why the child was employed</b>	
<b>Immediate actions/steps that have been taken by the auditor</b>	
<b>Other information collected during the audit and photo-taking (if applicable)</b>	