

Annexure 1: Grievance Form

S. No.	Particulars	Details	
1	Date/Time	Date:	Time:
2	Name of Grievant		
3	Contact Information	Phone: Email address: Address: (Kindly indicate the preferred method of communication)	
4	Consent of Grievant	☐ You can use my name, but do not use it in public. ☐ You can use my name when talking about this concern in public. ☐ You cannot use my name at all.	
5	Details of Grievances		
6	Nature of Grievance	a) One-time incident/complaint b) Happened more than once (indicate how many times): _____ c) Ongoing (a currently existing problem)	
7	Attachments to the Grievance/Complaint: (e.g. pictures, reports, letters, drawings, etc.)	1. 2. 3.	

Grievant/Complainant Signature (if applicable)**Date:****Signature- Project personnel (to confirm receipt only)****Date:****For GMRL use only**

Grievance No.: _____

Grievance Category:

- Land
- Environmental Issues
- Social Issues
- Contractor Issues

- Occupational Health and Safety
- Project Execution
- Other
(specify): _____