

**INTERNATIONAL LABOUR ORGANIZATION
ADMINISTRATIVE TRIBUNAL**

COMPLAINT FORM
(Article 6(1)(a) of the Tribunal's Rules)

<p>IMPORTANT: Give the required information in the relevant boxes. If a section is not applicable, say so (or put <i>NA</i>).</p> <p>The submissions will consist of (1) the complaint form, (2) the brief and (3) any supporting documents, in that order.</p>	<p>TO BE ENTERED BY THE REGISTRY OF THE TRIBUNAL</p> <p>Date of filing:</p>
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1 THE COMPLAINANT

Family name (surname)	Forename(s) (<i>in full</i>)	Mr./Mrs./Miss/...
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Do not put mere initials.

Date of birth:	Day	Month	Year	Place of birth	Nationality
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Status	1	<input type="checkbox"/>	Serving official. Enter the complainant's present grade here.
<i>Tick one.</i>	2	<input type="checkbox"/>	Former official. Enter the complainant's final grade here.
	3	<input type="checkbox"/>	Other. Enter the name of the official whose rights the complainant is relying on.

Family name	Forename(s)	Mr./Mrs./Miss/...
Complainant's relationship to that official:		

See Article II(6) of the Tribunal's Statute.

The complainant's representative*, if any, under Article 5(1) of the Rules

Family name	Forename(s)	Qualification
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* Representatives must supply the original or a duly certified copy of the power of attorney required by Article 5(2) of the Rules and identify the bar they belong to or the international organisation they have served in (cf. Article 5(1) of the Rules).

Postal address of the complainant or the representative

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2 THE DEFENDANT ORGANISATION:

3 THE CHALLENGED DECISION

(a) If the organisation has taken an *express* final decision within the meaning of Article VII(1) of the Tribunal's Statute

(i) Date borne by the text of that decision:	Day	Month	Year
(ii) Date at which the complainant received the text of the decision (or date of publication of the decision if it affects a class of officials):	Day	Month	Year

(b) If no express decision has been taken upon a claim within the time limit in Article VII(3) of the Statute, date at which the complainant notified such claim to the organisation:

	Day	Month	Year
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Fill in either (a) or (b).

Fill up both 3(a)(i) and 3(a)(ii) even if the date is the same.

4 THE PLEADINGS

Brief

In a brief, to be placed after this form, set out (1) the facts of the case and (2) the complainant's arguments.

Relief claimed

The claims may include, for example, the quashing of the challenged decision, reinstatement, material damages, moral damages, costs.

List the claims in the box: do not put entries such as "see document appended".

The list should not contain arguments, explanations or allegations.

Supporting documents

Number each of the supporting documents you append to your brief and list them in the schedule at the **end** of this form.

5 SPECIAL APPLICATIONS

Does the complainant want hearings under Article 12(1) of the Rules?

Yes

No

State the grounds for such application in the brief.

Witness(es), if any, that the complainant wants the Tribunal to hear

Name

Position or title

Issues to be addressed

