**Corporate Human Rights Benchmark - 2020 Results**

**Appeals Process and Submission Form**

**Appeals Process**

In order to appeal a score, please complete p. 2-3 of this form and return to [info@corporatebenchmark.org](mailto:info@corporatebenchmark.org).

Please note that if a company wishes to appeal more than one score, it should complete separate appeal forms for each CHRB indicator.

Please also note that only appeals that are submitted within 4 weeks of the benchmark having been published will be considered (i.e., by 14 December 2020).

There is a basic threshold to the appeals process that is intended to ensure that drawing on the expertise of independent, external experts who are volunteering their time if focused on concerns about more widespread incorrect scoring:

* If the appeal is about such a limited number of indicators that a change in the score would not result in a change of at least 2 points, then CHRB will discuss the matter directly with the company.
* If the appeal could result in a change of more than 2 points, then the appeals will be dealt with the CHRB Appeals Committee in accordance with the procedure highlighted on the dedicated page of the World Benchmarking Alliance (WBA) [website](http://www.worldbenchmarkingalliance.org/publication/chrb).

Please note that companies that did not formally engage with the CHRB during the engagement and feedback phases of the assessment can only appeal formally in relation to manifest errors, not differences of opinion or interpretation. If the manifest error occurred in the second review, the CHRB will review the appeal and change the assessment as appropriate and according to the rules outlined above and on the WBA website (on the basis that the company could not have raised the issue during the engagement phase). However, if the manifest error occurred in the initial review, the CHRB will acknowledge the error to the company, make a note for the assessment in the next iteration of the benchmark, but will not address the issue publicly unless doing so would change the company's score by 2 points or more.

**CHRB Appeals Process – Information to be submitted by the company**

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| **General information** | |
| Date | Type date here. |
| Company name | Type company name here. |
| Company contact name and position | Type company contact name here. |
| Company contact information | Type contact details here. |

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| **Information required for the appeal** | | |
| Indicator code  (e.g.: A.1.1) | Type indicator code here. | |
| Current score | Type current score here. | |
| Score you think should be awarded | Type score you think should be awarded here. | |
| Supporting statement (why you believe the score should be changed)  Please refer to the specific indicator requirements, available in the CHRB Methodology available on the [relevant page](https://www.corporatebenchmark.org/methodology) of the CHRB website. | Checklist – please ensure that:   * The supporting statement addresses the indicator requirements as specified under the CHRB Methodology, including industry-specific requirements if relevant. | Type supporting statement here. |
| Supporting sources (sources you refer to in your supporting statement)  Please note that only information that was public at the time of the original publication deadlines notified to companies or that was identified or published as part of the engagement process will be considered. | Checklist – please ensure that:   * The sources referenced were public at the time of the original publication deadlines notified to companies.   And/or   * The sources referenced were identified or published as part of the engagement process and before the cut-off date for the second disclosure. | Type supporting sources here. |
| Other relevant information (any other information that you believe can influence the score) | Type any other relevant information here. | |