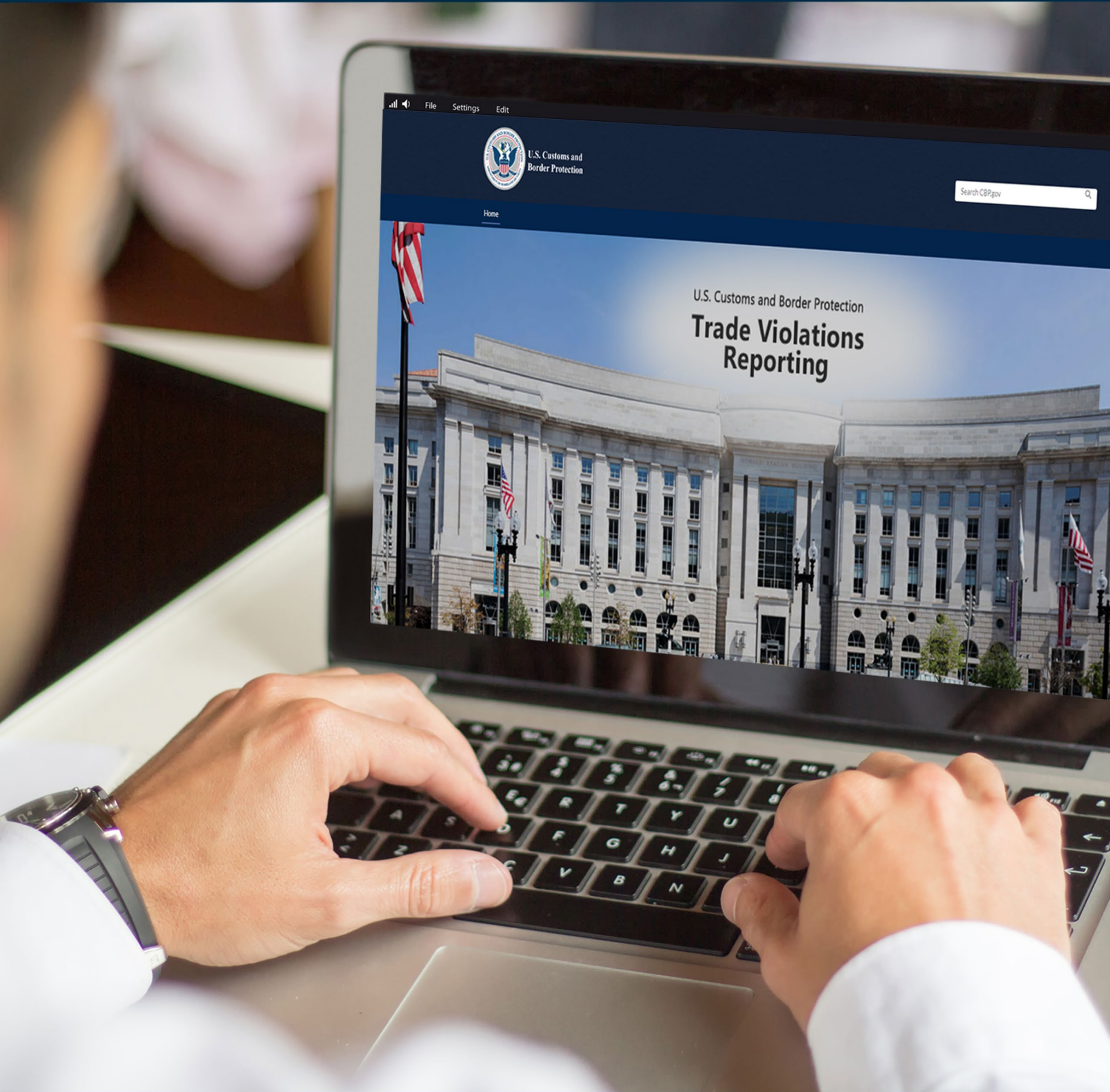


# Forced Labor Allegation Submission Checklist



U.S. Customs and  
Border Protection





This guide outlines the information most useful for U.S. Customs and Border Protection (CBP) when reviewing allegations of forced labor in a U.S.-bound supply chain. The more detailed and timely the information that is provided, the more likely CBP can efficiently investigate allegations.

## Contact information

Allegers have the option to remain anonymous. However, providing CBP with contact information to answer follow-up questions may be helpful to the agency.

- First/last name
- Organization name
- Phone (include country code if outside the U.S.)
- Email

## Allegation details

- Type of allegation
  - Forced labor
  - Prison labor
  - Forced child labor
- Timeframe when the violation occurred
- Additional information regarding the allegation
  - Whether the information is part of a publication or published/internal study
  - Contact or involvement an allegor has had in ongoing remediation with the foreign manufacturer or any U.S. buyers
  - Whether the information has been submitted previously to any law enforcement or other government agency
  - Whether any lawsuits have been filed in the U.S. or overseas related to this allegation
  - Whether the allegation has been submitted to the media and/or any other investigative news outlets

## Supply chain details

- Name and address of the foreign manufacturer/entity using forced labor





- Description or sample photographs of the merchandise allegedly being produced with forced labor
- A supply chain map as complete as the alleger is able to provide. Please consider providing information from the raw materials supplier in the third or beyond tier of a supply chain, (e.g., like a fishing vessel, plantation, or mine) to the first and second tier manufacturer making the finished inputs/products in a factory (including detention centers or prisons), to the point of importation in the United States
- Part(s) of the supply chain where the violation is occurring
- Optional but not critical: Names and addresses of any U.S. importers or buyers receiving the goods

### Supporting information and evidence

Please refer to [CBP's Recommended Guidelines for Submission of Supporting Documents for forced labor allegations](#).

- Supporting documentation, which may include primary forms of evidence submitted to CBP such as:
  - Interview transcripts
  - Audits
  - Photos/videos
  - Employee agreements/contracts
  - Email correspondence
  - Websites
  - Satellite imagery
- Foreign-language evidence submitted should have a fully translated English version as part of the submission.
- All documentary evidence should be properly notated with dates and times obtained.

