

**Office of Accountability**

# Request form for Affected Parties or their Representatives related to concerns, complaints, or conflicts about environmental and social issues that may arise around DFC-supported projects.

The Office of Accountability does not accept requests related to corruption or other criminal activities, commercial or contractual concerns, or the adequacy of DFC policies to prevent harm.

## 1. Who is submitting this Request? Please provide your name(s) or the name of your organization, including contact information.

Please include address, email address, and phone numbers and indicate how we can best contact you. The Office of Accountability does not accept anonymous requests or complaints but can keep identities confidential (see 3 below).

## 2. Are you the directly affected party in this request, or are you representing the affected party?

If this request is being submitted by a Representative, please provide proof that the affected party or parties have selected you as their representative.

## 3. Do you wish that the Office of Accountability keep your identity confidential?

If yes, please indicate why you request confidentiality. If no, type N/A.

## 4. What is the name and location of the DFC-supported project about which you have concerns?

Please include a brief description of it, and (if known) the name of the company that owns or is otherwise associated with the project.

## 5. In which way have the affected parties been adversely affected by the environmental or social impacts of the DFC-supported project, or how might they be adversely affected in the future?

Please indicate relevant environmental, social, and transparency policy requirements, if known.

## 6. Have you taken any steps with other parties to resolve your concerns about the project, the outcomes of these steps, and why they are not satisfactory?

Please detail if and how you have contacted DFC staff or DFC clients about this concern in the past.

## 7. What is your expectation from the Office of Accountability?

We can offer two services: (1) problem solving through mediation, and (2) a compliance review to determine if DFC has met the provisions in its environmental, social, and transparency policies and procedures.

## 8. Have you submitted this or a similar request or complaints to courts or other organizations, including other development finance institutions?

Please provide relevant information.

Please send the completed form, along with supporting documents, to [accountability@dfc.gov](mailto:accountability@dfc.gov), or send via mail to the Office of Accountability, Attn.: Director (Confidential), U.S. International Development Finance Corporation, 1100 New York Avenue NW, Washington DC 20527.