



**BELCORP**

# Línea Anónima Belcorp

Abril de 2012

# Línea Anónima Belcorp

## Recording a new report



**BELCORP**  
lo imaginamos,  
lo hacemos

ESPAÑOL PORTUGUES

? FREQUENT  
QUESTIONS

ETHICAL  
CODE

ETHICS  
COMMITTEE

HOW TO  
INFORM?

## LINEA ANONIMA BELCORP

### RECORDING A NEW REPORT

To make a new report click  
on the following button

1

REGISTER

### FOLLOW UP OF REPORTS

Ticket No.

12060026

Password

Required field

SEARCH

[Forgot your password?](#)

We count with an anonymous, confidential and secure report online system, that allows to communicate directly to Belcorps Ethic Comity any situation or behavior that affects the companies, employees, providers or clients interests

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1

Click on Register option

# Línea Anónima Belcorp

## Recording a new report

- 1 Select the country
- 2 Select report type
- 3 Attach all the evidence you can get
- 4 Describe as clear as possible de issue to report



**RECORDING A NEW REPORT** STEP 1/2

Please select the type of complaint to be made:

**Country:**  **Type of Incident:**

**Other evidence**  
You may attach any document or file that may be useful in following up the report.

**ATTACH** 

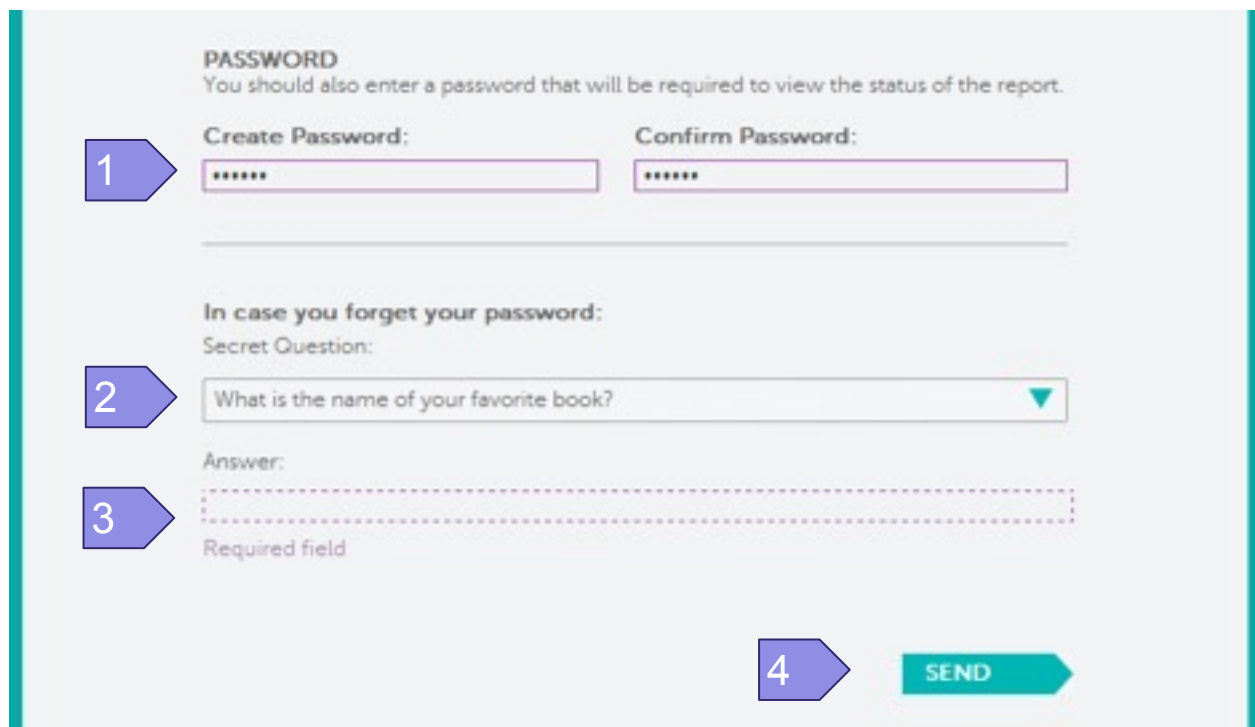
[\[+\] Attach more documents](#)

Enter supporting evidence for the report: Max. 2000 characters

# Línea Anónima Belcorp

## Recording a new report

- 1 Enter a secret password, this password will be used to enter and follow the progress of your report.
- 2 Select a secret question, in case you forget your password.
- 3 Enter the answer to the secret question
- 4 Click Send Button



**PASSWORD**  
You should also enter a password that will be required to view the status of the report.

1 Create Password:  Confirm Password:

---

In case you forget your password:  
Secret Question:

2 What is the name of your favorite book? ▼

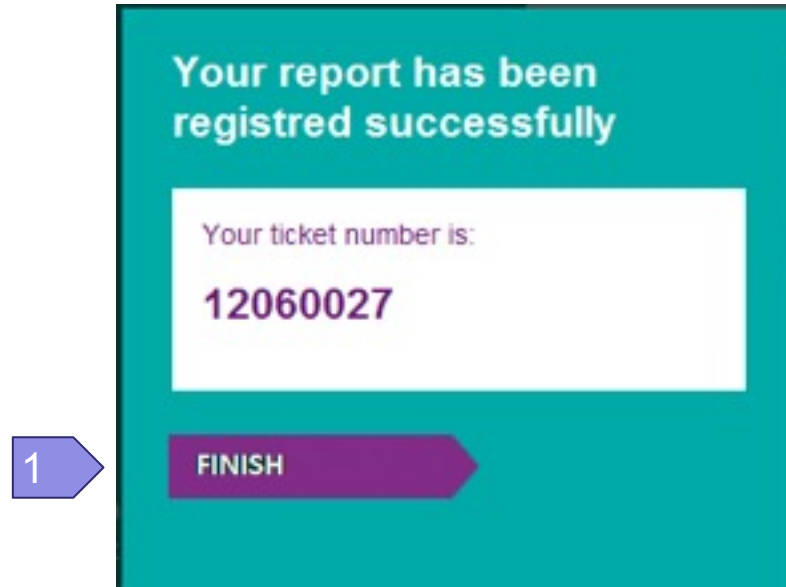
Answer:

3   
Required field

4

# Línea Anónima Belcorp

## Recording a new report



The web will assign you a ticket number



Click Finish button

# Línea Anónima Belcorp

## Follow up of reports



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1

Enter the ticket number and the password

2

Click Search option

# Línea Anónima Belcorp

## Follow up of reports

LINEA ANONIMA  
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FOLLOW UP OF REPORTS

Report with ticket No.: 12060026


Author	Date	Status	Comment
Complainant	21/06/2012	pendiente	PRUEBA INGLES
Ethics Officer	21/06/2012	en proceso	Your report is being process...

Attach additional information: Max. 2000 characters

Other evidence  
You may attach any document or file that may be useful in following up the report.

**ATTACH** **UPDATE REPORT**

[+ Attach more documents](#)



1

Check the notifications so you can be updated with the status of your report.

2

Update your report with new comments and attachments if necessary

3

Click on Update report button





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