

# Notice of Appeal Form

Official Use only	
Case Number	
Date received	

## Please include a copy of the Notice with your application

You must complete all questions marked with a \*

### 1 Appellant details

1.1\* Company Name/ Name of Appellant

1.2\* Are you appealing as:                      An Individual ☐ Company ☐ Other ☐

1.3\* Address (registered office if applicable)

Post code

1.4\* Daytime phone number

1.5 Mobile number (*if different*)

1.6\* Email address

Is this the person/company which will deal with the claim? Yes ☐ No ☐

If no complete (2) below

### 2 Contact details / name of representative

If a named person or representative is to be served documents rather than the above company please detail this here

Please note that if an address is entered here it all communications will be sent to this address only.

11.1 Name of Representative

11.2 Name of Organisation

11.3 Address

11.4 Phone number

11.5 Email address

11.6 Their reference for correspondence

**3\* Details of Notice appealed against:**

Prohibition ☐ Improvement ☐

Date of Notice

Reference Number

**4\* Location/Premises or place of activity to which the Notice refers:**

**5\* Name of Inspector as shown on the Notice**

**6\* Particulars of the requirements or directions appealed against**

**7\* Grounds for this appeal**

Please give full grounds of appeal in order to minimise further correspondence

## Data Protection Law

As a 'controller' under the Data Protection (Jersey) Law 2018 we process and hold your information in order to provide public services and meet our statutory obligations. We may not be able to provide you with a service unless we have enough information or your permission to use that information. Below, we explain what we collect; how we will use your information; and what your rights are.

On this form we have collected your personal details and we do this in order to carry out the service you have requested; to monitor and improve our performance; to ensure that we meet our legal obligations; to prevent and detect crime; to process financial transactions including grants or payment of benefits; to allow the statistical analysis of data so we can plan the provision of services; and where necessary, for our law enforcement functions; or to protect individuals from harm or injury.

We will endeavour to keep your information accurate and up to date and not keep it for longer than is necessary. Please see our published retention schedules for more detail about how long we retain your information. We will not pass any personal data on to anyone outside of the States of Jersey, other than those who either process information on our behalf, or because of a legal requirement, and we will only do so, where possible, after we have ensured that sufficient steps have been taken by the recipient to protect your personal data. We do not process your information overseas using web services that are hosted outside the European Economic Area. At no time will your information be passed to organisations for marketing or sales purposes or for any commercial use without your prior express consent.

You can ask us: to stop processing your information; to correct or amend your information; for a copy of the information we hold about you. You can also: request that the processing of your personal data is restricted; and withdraw your consent to the processing of your information.

You can complain to us about the way your information is being used by contacting us at [dpu@gov.je](mailto:dpu@gov.je) alternatively you can complain to the Information Commissioner by emailing [enquiries@jerseyoic.org](mailto:enquiries@jerseyoic.org).

For our full Privacy Notice please go to our website: [www.courts.je](http://www.courts.je)

Please sign and date here:

Signed:

Date: dd/mm/yy

### Health and Safety Tribunal check list

Please check the following:

1. Read the form and make sure the information given is correct and truthful, and that you have not left out any information which you feel may be relevant
2. Keep a copy of your form for your own records.
3. Time limit for bringing an appeal
  - (1) The notice of appeal shall be sent to the secretary within 21 days of the date of service on the appellant of the notice appealed against.
  - (2) The Tribunal may extend the time mentioned above where it is satisfied, on an application made in writing to the secretary either before or after the expiration of that time that it is not or was not reasonably practicable for an appeal to be brought within that time.

Submit this form to: **The Registrar, Tribunal Service, First Floor, International House, 41 The Parade, St Helier JE2 3QQ**

Tel: 01534 441380 Email: [registrartribunalservice@courts.je](mailto:registrartribunalservice@courts.je)