

APPEAL PROCESS

Action after hearing

- Decision letter issued within 24 hours of hearing
- Decision **will not** be given over the telephone and Secretariat will provide a specific day when a faxed copy can be requested
- Decision will only be notified to the **appellant, representative, named departmental contact and Chief Executive/Head of HR**

Hearing report issued within 20 working days of hearing listing reasons for Board's decision

Was the case found fair or unfair?

FAIR
End of process

UNFAIR

- Appeal against dismissal –
- Board will recommend reinstatement
- or
- make an award of compensation

Appeal level or non-payment of compensation –

Board will set a percentage figure which the department have to pay

Process ends

Was reinstatement accepted?

YES
Process ends

NO
Award of compensation made

- Representations on contributory fault requested from all parties
- Appellant asked to provide details of earnings since dismissal
- Department asked to provide details of gross & nett salary at time of dismissal
- Board will consider representations and Secretariat calculate award
- Details of award issued (Department should make payment within 42 days of issue)

Process ends