



Shared Human Resource Service Centre  
Providing HR Services for Derbyshire & Leicestershire

## Appeal Process & Policy

### Derbyshire Constabulary & Leicestershire Police

#### Feedback Process

A candidate may seek feedback as to the reasons why they are not selected for interview or, following an interview, within 14 days after notification that their application has been unsuccessful. Feedback will be attained from the panel.

#### Appeal Process

Derbyshire Constabulary & Leicestershire Police have an appeal process for candidates who have been unsuccessful in their application for a post. Appeals will only be considered within 14 days after notification that an application has been unsuccessful. Appeals sent after this time will not be accepted.

To submit an appeal there must be justification that there may have been:

- **An abuse of the recruitment process**, such as a failure to apply the recruitment and selection policy / process in a consistent and fair manner.
- **A perverse decision**, such as an inappropriate judgement or a decision that cannot be justified or evidenced.
- **An appeal relating to medical grounds or disability discrimination** (please note that where medical information has informed a decision the Regional Occupational Health Unit will be consulted). The appeal will be assessed in conjunction with the current medical standards.
- **Any appeals relating to a pre-employment vetting decision** must be submitted to the Vetting Department via the information that will have been provided to you on the unsuccessful decision letter within 7 working days of the date of the refusal notification. All Appeals will be responded to within 14 working days of receipt of the request.

The following will not constitute grounds for an appeal:

- General frustration at non-selection
- The design, structure and content of the recruitment and selection process
- Not performing well on the day
- Disagreement with the awarded scores or scoring matrix at the assessment centre or at interview

If the appeal falls under any of these grounds it will not be considered.



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## The Process

- All appeals should be submitted in writing at the earliest opportunity to the HR Shared Service Centre – Management Team via [HRR@Derbyshire.PNN.Police.UK](mailto:HRR@Derbyshire.PNN.Police.UK)
- Acknowledgement will be made to the applicant within 5 working days of receipt
- Following a full investigation into the issues raised, a full and final response will be made in writing within 14 working days

## Potential Outcomes

- The original ruling may be overturned, or;
- The original decision remains, or;
- There may be an acknowledgement that an alternative process might have been adopted, but the outcome would not have been significantly affected

**Please note: There is no opportunity for a further appeal.**