

Appendix 2f - Job Evaluation Appeal Form (Stage 2)



Employee Details

Full name	<input type="text"/>		
Job title	<input type="text"/>		
Academy	<input type="text"/>		
Line Manager	<input type="text"/>		
Preferred method of communication	Email <input type="checkbox"/>	Hard Copy	<input type="checkbox"/>

Appeal Details

There are four grounds for appeal. Please indicate which of the grounds you wish to appeal against in relation to the outcome of the job evaluation process by ticking one or more of the following boxes.

1.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>

Type of appeal

Please tick appropriate box to indicate if this is an individual or group appeal.

Individual	<input type="checkbox"/>	Group	<input type="checkbox"/>
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Employee Evidence

Please provide an explanation of the reason(s) for your appeal i.e. why you are not satisfied with the decision made at Stage 1 and/or whether there is any additional information you wish to be considered. Attach any evidence in support of your appeal. Continue on a separate sheet, if required.

Verification of the information by the line manager/Principal

Review the employee evidence provided and provide any comments regarding the accuracy of the factual information.

Manager name (please print)	<input type="text"/>
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Manager signature

Date

Employee Signature

This form should be received within 10 working days from the date the stage 1 appeal outcome form was received.

By signing the form below you are confirming that the information provided in the form and as additional information is accurate and that you have read and understood the Job Evaluation Appeals Procedure.

Employee name (please print)

Employee signature

Date

This form should be returned to The Job Evaluations Team, The Brooke Weston Trust, Coomb Road, Great Oakley, Corby, Northants, NN18 8LA. jobevaluation@brookeweston.org