

Post of Responsibility Management Response to Appeal

Section A - Details

Name of Appellant

Sector

ETB

School

Management's Email ID

Verify Management's Email ID

Management's Correspondence Address

Daytime Telephone Number

Person administering the appeal on behalf of management

Title of the Post

Section B - Timelines

The Appeal Date

Date of Receipt of Appeal

Acknowledgement of appeal sent

Management Response date

Advertisement of Post

Section C - Response to grounds of appeal

The following is presented below by way of management's response to the appeal. Management may tick either, or both, boxes, as appropriate (maximum 1,000 words in total between (a) and (b)).

Appeal ground being responded to

Section C - Response to grounds of appeal

Appeal ground (a)

No of Words

Section C - Response to grounds of appeal

Appeal ground (b)

Please return this completed form and **supporting documentation** (if any) including documentation received by you in hard copy from the Appellant(s) - either scanned as .pdf or in hard-copy, marked "Private and Confidential" within five school days of the Appeal Date to the Appeal Board Secretariat by return of email or by Post at the following address.

Section D - Official Use Only

Date of submission of management response to Appeal Secretariat

List supporting documentation submitted (if any)