



Annexure B of the POLICY ON CONDUCTING APPEALS

INTRODUCTION

RESPONSE TO A NOTICE OF APPEAL

A party on whom a Notice of Appeal is served may deliver a response to the said notice by delivering a Notice to Oppose. A copy of which is attached as Annexure B.

The response must address the information in the Notice of Appeal, be numbered correspondingly and include documents relevant to the appeal which were **not** submitted by the Appellant.

The response must be delivered to the CBE and Appellant simultaneously, within ten days of receiving the Notice of Appeal.

NOTICE TO OPPOSE

Capacity : Professional Council / Registered Person

Name :

Address :
.....

Contact Details Cell:

Work:

Email:

Responding to an Appeal lodged by

The following documents must be submitted with the Notice to Oppose. **These must be clearly labelled as per the Annexure alphabet below for each document.**

Annexure E: Response to Appellant’s concise statement of the material facts, in chronological order, which lead to the decision *(Please number the pages of this Annexure correctly viz. Annexure E, Page 1; Annexure E, Page 2 etc.)*

Annexure F: Response to Appellant’s statement of the incorrectness of the decision *(Please number the pages of this Annexure correctly viz. Annexure F, Page 1; Annexure F, Page 2 etc.)*

Signature

Date