



**National Security Inspectorate**

Sentinel House, 5 Reform Road, Maidenhead, SL6 8BY

E: [nsi@nsi.org.uk](mailto:nsi@nsi.org.uk) | W: [nsi.org.uk](http://nsi.org.uk)

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## Summary of Appeals Process

You can make an appeal against any Certification decision we have made regarding a particular clause within the NSI Regulations, Scheme Criteria or applicable standards.

You can also appeal against our decision where we have;

- a) set special conditions for your NSI approval;
- b) granted you limited NSI approval;
- c) issued you with a reprimand;
- d) changed the scope and sector of NSI approval your company has been granted;  
or
- a) suspended or withdrawn your NSI approval (where appeal is permitted by the NSI Regulations).

If you wish to appeal, you must give us written notice clearly setting out the reasons why you are appealing, within 28 days of the original decision. If you appeal against a decision, your appeal will not cause the decision to be delayed or postponed. The original decision stands until it is confirmed, changed or overturned as a result of a subsequent decision being made following your appeal.

On notice of appeal from the appellant, including an appeal deposit, the NSI Representative (typically the CEO) will confirm receipt and will issue the appellant with the NSI Appeals Guidance document. The NSI Representative will investigate and to try to resolve the matter within 28 days.

Should the appeal not be resolved within 28 days, the matter may be referred to an appointed Adjudicator, who may be a solicitor or barrister, independent of NSI and the appellant. An appeal hearing may be requested by the Adjudicator.

Following a final and binding decision by the Adjudicator, both NSI and the appellant will be informed of the outcome.

For more information on the appeals process, please contact Customer Care at [customercare@nsi.org.uk](mailto:customercare@nsi.org.uk) or on 01628 764867, or refer to the NSI Regulations for Approved Companies.