

Information note: INDEPENDENT FOREST APPEALS

The farmer, or a registered forester acting on your behalf, may appeal against a decision of the Minister regarding (i) the application for a pre-approval; (ii) a grant; (iii) a premium or (iv) a penalty. In addition, a person who made a submission to the Department in relation to an application for approval may appeal the Minister's decision to approve or refuse the application.

Appeals in the first instance are considered by the Appeals Committee and may be made in writing to:

The Appeals Section
Forest Service
Department of Agriculture, Food and the Marine
Johnstown Castle Estate
Co. Wexford.

If you are still not happy with the decision of the Forest Service Appeals Unit you now have the right to the appeal to the independent Agriculture Appeals Office. Every appeal must be made in writing and addressed to:

The Director
Agriculture Appeals Office
Kilminchy Court
Portlaoise
Co. Laois.

Please note that:

- The notice must be lodged within 3 months of notification of the decision under appeal. An appeal received after three months will only be accepted if the Director considers that there are exceptional circumstances.
- Before submission of an appeal to the Appeals Office, all internal review procedures within the Department of Agriculture, Food and the Marine must be exhausted.
- The notice of appeal should contain a statement of all the facts and contentions upon which it is intended to rely in the appeal. Documentary evidence submitted in support of the appeal should be enclosed along with the notice of appeal.
- A copy of the Department's final decision letter should be enclosed.
- Proof of postage must be obtained. Claims of appeals being lost in the post cannot be accepted.
- There is no charge for lodging an appeal.
- Each appeal is given a reference number and this number should be quoted when contacting the Agriculture Appeals Office.
- All appeals are acknowledged within 10 days of receipt.
- If you do not receive an acknowledgement letter within that time you should contact the office.