

Chapter I

Model Rules Concerning the Conduct of Appeals

Part III

Response to the Appeal

Reply by the Authority

12.—(1) The Authority must send to the Registrar the documents required under this rule and rule 13 (“the reply”) so that they are received not later than the end of the period of twenty eight days beginning with the first date on which it has received the copies of the notice of appeal and of the additional material.

(2) The reply must—

- (a) acknowledge that the Authority has received the notice of appeal and the additional material;
- (b) indicate whether the Authority seeks to uphold the disputed action; and
- (c) give the information required under paragraph (3).

(3) The following information is required under this paragraph—

- (a) the address of the Authority;
- (b) the name, address and profession of the person (if any) representing the Authority and whether the tribunal should send documents concerning the appeal to the representative rather than to the Authority;
- (c) if in the opinion of the Authority any other person has a direct interest in the subject matter of the appeal, the name and address of such other person.

(4) The Registrar may extend the time limit imposed by paragraph (1), but must not do so unless he is satisfied—

- (a) that the circumstances are such that it would not be reasonable to expect the Authority to comply with the time limit; and
- (b) that it is necessary to extend the time limit in order to avoid a significant risk of harm to any person.

(5) On receiving the reply, the Registrar must without delay send a copy to the appellant.