



**Food Hygiene Rating Scheme:
Appeal form**

Notes for businesses:

- As the food business operator of the establishment you have a right, under Section 3 of the Food Hygiene Rating Act (Northern Ireland) 2016, to appeal the food hygiene rating given following your inspection if you do not agree that the rating reflects the hygiene standards found at the establishment at the time of the inspection.
- **You have 21 days (including weekends and bank holidays) from the date of receipt of the notification letter to lodge an appeal.**
- Please use the form below and return it to your district council – contact details are provided with the written notification of your food hygiene rating.
- Your appeal will be determined by an authorised officer and the outcome of your appeal communicated to you within 21 days from the date the appeal was received.

Business details

Food business operator/proprietor

Business name

Business addresses

Business tel. number Business email

Inspection details

Date of inspection Food hygiene rating given

Date notified of rating

Appeal

I do not agree with the food hygiene rating given by the food safety officer because (please explain below under each of the three headings).

Compliance with food hygiene and safety procedures

Compliance with structural requirements

Confidence in management/control procedures

Signature

Name in capitals

Position Date

Please now return this form to:

City and Neighbourhood Services Department,
Food Safety, Belfast City Council, Cecil Ward Building, 4-10 Linenhall Street, Belfast, BT2 8BP

Privacy notice

Belfast City Council is the Data Controller under the General Data Protection Regulation (GDPR) for the personal data it gathers for the purposes of implementing the Food Hygiene Rating Scheme.

You are providing your personal data to the Council whose lawful basis for processing is for compliance with a legal obligation under the Food Hygiene Rating Act (Northern Ireland) 2016 and regulations made thereunder.

The personal data may be shared internally within the Council with staff who are involved in providing this service and, where necessary, between internal departments with the purpose of supporting an effective delivery of service.

It may also be shared or disclosed to any other statutory body for the purposes of ensuring the safety and standards of food or where the body has a legislative basis to request it. Your personal data will not be shared or disclosed to any other organisation without your consent, unless the law permits or places an obligation on the BCC to do so. The personal data is held and stored by the Council in a safe and secure manner and in compliance with Data Protection legislation and in line with the Council's Records Retention and Disposal Schedule.

If you have any queries regarding the processing of your personal data, please call the Food Safety and Port Health Team at 028 9027 0468 or email envhealth@belfastcity.gov.uk

If you wish to contact the Council's Data Protection Officer, please email to records@belfastcity.gov.uk or write to:

Belfast City Council,
City Hall Belfast,
BT1 5GS.



Belfast
City Council



Food
Standards
Agency
food.gov.uk