***Department of Justice***

***NOTICE OF APPEAL***

*Article 74 of the Firearms (NI) Order 2004*

Firearms (Northern Ireland) Order 2004

Firearms (Appeals and Applications) Regulations Northern Ireland) 2005

Please use this form if you wish to appeal to the Department of Justice against a decision of the Chief Constable in relation to firearms and /or ammunition.   
Your appeal must be made **within one month of receiving notification of the Chief Constable’s decision**.

**Your Details** (please complete using **CAPITAL** letters)

|  |  |  |
| --- | --- | --- |
| Title | Mr/Mrs/Miss/Ms/Other | |
| Forename (s) |  | |
| Surname |  | |
| Date of Birth |  | |
| Address |  | |
|  |  | |
|  |  | |
| Daytime Telephone No. | Postcode |  |
| Mobile No. |  | |
| E-mail Address |  | |
| Address at time of Chief |  | |
| Constables decision |  | |
| (if different from above) |  | |
|  | Postcode |  |

|  |  |
| --- | --- |
| **A.** I wish to appeal against the Chief Constable’s decision to: | |
|  | |
|  | |
|  | |
|  | |
|  | |
|  | |
| Date and Ref No. of Chief Constable’s letter of notification: |  |

**Grounds for Appeal (reasons)**

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| --- |
| **B.** |
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| **If you need to write more, please continue on a separate sheet of paper.** |

**Declaration and Signature**

|  |  |
| --- | --- |
| **C. I declare that the information which I have given is correct.** | |
| **Signature:** | **Date:** |

**Send this completed and signed form to:**  [FEB@justice-ni.gov.uk](mailto:FEB@justice-ni.gov.uk)

or post to—

Firearms & Explosives Branch  
Department of Justice  
Block 4  
Knockview Buildings  
Stormont   
Belfast  
BT4 3SJ

**Privacy Notice – Firearms Appeals**

Firearms & Explosives Branch (FEB)

Department of Justice

Block 4

Knockview Buildings

Stormont

Belfast

BT4 3SJ

Tel: 0300 200 7881

Email: feb@justice-ni.gov.uk

DOJ Data Protection Officer

Telephone: 028 9037 8617

Email: [DataProtectionOfficer@justice-ni.gov.uk](mailto:DataProtectionOfficer@justice-ni.gov.uk)

**Why are you processing my personal information?**

We are processing your information as you are appealing, under section 74(1) of the Firearms (Northern Ireland) Order 2004 against the Chief Constable’s decision to refuse/revoke your firearms certificate.

In accordance with the Firearms (Appeals and Applications) Regulations (Northern Ireland) 2005 your appeal must be made in writing and include your name and address.

**What categories of personal data are you processing?**

FEB requires you to supply contact details and where appropriate, those of your solicitor. FEB request the applicant’s name, address, phone number and email address.

**Where do you get my personal data from?**

We get your personal data from your application form.

**Do you share my personal data with anyone else?**

We will share your personal data with PSNI Firearms and Explosives Branch and with law enforcement agencies and medical practitioners if necessary.

**Do you transfer my personal data to other countries?**

We do not transfer personal data to other countries.

**How long do you keep my personal data?**

We will only retain your data for as long as necessary and in line with our Retention and Disposal Schedule ([Publication scheme | Department of Justice](https://www.justice-ni.gov.uk/doj-publication-scheme)).

**What rights do I have?**

* You have the right to obtain confirmation that your data is being [processed, and access to your personal data](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/the-right-of-access/)
* You are entitled to have personal data [rectified if it is inaccurate or incomplete](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/the-right-to-rectification/)
* You have a right to have personal data erased and to prevent processing, [in specific circumstances](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/the-right-to-erasure/)
* You have the right to ‘block’ or suppress processing of personal data, [in specific circumstances](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/the-right-to-restrict-processing/)
* You have the right to data portability, [in specific circumstances](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/the-right-to-data-portability/)
* You have the right to object to the processing,[in specific circumstances](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/the-right-to-object/)

**How do I complain if I am not happy?**

If you are unhappy with any aspect of this privacy notice, or how your personal information is being processed, please contact *Department Data Protection Officer at:*

Department of Justice

Knockview Buildings

Block 5

Ballymiscaw

Stormont Estate

Belfast

BT4 3SJ

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner’s Office (ICO):

Information Commissioner’s Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Tel: 0303 123 1113

Email: casework@ico.org.uk

<https://ico.org.uk/global/contact-us/>