 **NHS Greater Glasgow & Clyde
Flexible Working Application Appeal Form**

Applicants should complete sections A, B, and C and forward to their Next in Line Manager within 2 weeks of receiving written confirmation that your Application for Flexible Working has not been successful.

*If your application was for Partial Retirement, the form should be sent to HR by submitting a ticket via* [*HR Portal*](https://nhsnss.service-now.com/ggc_hr)*.*

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| **Section A – Employee Details** |
| Forename |  |
| Surname |  |
| Pay Number |  |
| Current Post |  |
| Band |  |
| Department/Location |  |
| Contracted Hours |  |
| Home Address |  |
| Contact Number |  |

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| **Section B – Reason(s) for Appeal** |
| I wish to appeal against the decision not to allow my application for flexible working and I am appealing on the following grounds: |

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| **Section C – Employee Declaration** |
| I wish to appeal the decision to refuse my flexible working application based on the information provided on this form.Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |