

How to appeal against an administrative decision

This notice contains important information if you should wish to complain against an administrative decision of which you have been informed.

1. Right of appeal

You are entitled to appeal against the decision.

2. To whom do you send the appeal

Send your appeal to The Civil Aviation Authority Norway (Luftfartstilsynet). If we do not act on the appeal ourselves, we will forward it to the proper appeal body, which most often is The Department of Transport and Communications (Samferdselsdepartementet). In some circumstances The National Office for Health Service Appeals (Helseklage) or The Department of Justice (Justisdepartementet) could be the proper appeal body. If so, we will forward your appeal to one of those Norwegian civil services.

3. Time limit for appealing

The time limit for appealing is three – 3 – weeks from the day you receive this letter. It is sufficient to have mailed the appeal before the time limit expires. If you appeal so late that we may be uncertain whether you have appealed within the time limit, you should indicate the date when you received this letter. If you appeal too late, we may disregard the appeal. You may apply for an extended time limit, in which case you must state your reason(s) for seeking the extension.

4. Right to demand reason(s)

If, in your opinion, we have not given reason(s) for our decision, you may demand such reason(s) before the time limit expires. A new time limit for appealing will then be from the date when you receive the reason(s).

5. Contents of the appeal

You must specify which decision you are appealing against, the reason(s) why you are appealing, the change(s) you are seeking, and any other information that may be relevant to the assessment of the appeal. The appeal must be signed.

6. Postponement of the implementation of a decision

Although you have the right to appeal, decisions are normally implemented at once. You may however apply to have the implementation of the decision postponed until the time limit for appeals has expired or the appeal has been decided on.

7. Right to see the documents and to request advice

Subject to certain restrictions, you are entitled to see the documents relating to the case. The rules on this can be found in § 18 and § 19 of the Public Administration Act

(forvaltningsloven). If you wish to see the documents, you must contact us. We will then advise you on your right of appeal, and on the procedures and rules which apply to the handling of the case.

8. Costs of appeals

You may apply to have your expenses for necessary legal assistance met according to the rules concerning free legal advice. Certain limits apply regarding income and capital. The County Governor (Fylkesmannen) or your lawyer can give you more detailed information. If the decision is changed in your favour, you may according to the Public Administration Act (forvaltningsloven) be entitled to recover significant expenses which were necessary to get the decision changed. The appeal body will explain your right to claim recovery of such expenses.

9. Appeal to the Ombudsman for Public Administration

If you feel that you have suffered an injustice at the hands of the public administration, you can appeal to the Storting's Ombudsman for Public Administration (Sivilombudsmannen). The Ombudsman cannot change the decision, but can give an opinion on the government administration's treatment of the case and on whether any errors or omissions occurred. The Ombudsman form a legal, uncommitted and unbiased assessment of your appeal. It is costless to appeal to the Ombudsman.

For more information, contact us:

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