Template 5 - Appealing a dismissal

You can use this template to help you write a letter to your employer if you have been dismissed from your job because of whistleblowing.

If you wish to make a claim in the Employment Tribunal for your dismissal you must contact ACAS to start the Early Conciliation process within **3 months less one day** from the date of your dismissal and then start your claim within a short period after **(individual advice should be taken on the specific date).** This time limit does not stop just because you decide to appeal the dismissal with the employer. Find out more about bringing a claim [here](https://protect-advice.org.uk/ive-been-dismissed-or-forced-out-for-raising-concerns/)**.**

In some cases, you may be able to bring a claim for Interim Relief. You have 7 days from the date of dismissal to do this. You can find out more [here](https://protect-advice.org.uk/reinstatement-to-your-job-after-raising-whistleblowing-concerns-interim-relief-section-of-the-public-interest-disclosure-act-pida-1998/) or [speak to us](https://protect-advice.org.uk/contact-protect-advice-line/).

We are always happy to help so if you are unsure about how to appeal your dismissal please [speak to us](https://protect-advice.org.uk/contact-protect-advice-line/)**.**

Dear … [insert name of dismissing officer or relevant appeal person],

I am writing to you to appeal my dismissal on [insert date of dismissal] from my role as [insert job role].

I am appealing the dismissal on the grounds that I was dismissed for whistleblowing which is contrary to my rights under the Public Interest Disclose Act 1998 (PIDA) [and company policy].

I raised whistleblowing concerns to [insert name] on [insert date]. My concerns were [explain your concerns. If it was not in writing then provide as much detail here as possible].

I was told the reason for my dismissal was [insert reason]. I do not believe that this is the real reason for my dismissal. **[Explain why you think that the reason which your employer gave you is not valid].**

I believe that the reason for my dismissal was because I blew the whistle. **[Explain why you think the reason for your dismissal was whistleblowing]**.

I have the legal right not to be dismissed for whistleblowing under PIDA. **[If you can, explain how your disclosure satisfies the criteria within PIDA, see** [here](https://protect-advice.org.uk/advice-line-2/faqprotecteddisclosure/)**]**. As such, I request that the decision to dismiss me is reversed.

I would be grateful if you could please acknowledge receipt of this letter, and provide a reasonable time frame for when I will receive a response with your decision. I am happy to attend a meeting to discuss this further.

Best wishes,

[Your name]