Appendix 8 Objection Procedure (General Administrative Law Act) Regulations

Article 1
1. A person who is unable to agree with a decision concerning him, other than a decision as referred to in Article 52 of the Structure Regulations of Radboud University Nijmegen against which, in accordance with the Higher Education and Research Act, it is possible to lodge an appeal with the Higher Education Appeals Tribunal, may lodge a notice of objection to the decision with the Central Complaints Office within six weeks of the decision having been sent.

2. If the notice of objection is lodged in writing, it must be signed and contain at least the following:
   a. the name and address of the person lodging the objection;
   b. the date;
   c. the grounds of the objection;
   d. a description of what must be decided in the opinion of the person lodging the objection.

3. A copy of the decision must be submitted together with the notice of objection.

4. If the requirements of the second paragraph are not complied with, the person lodging the objection will be given the opportunity to rectify the omission. If the omissions are not rectified within the specified time, the objection may be declared inadmissible.

Article 2
1. A notice of objection has been lodged within the specified time if it has been received before the expiry of the period referred to in Article 1(1) or, if it is sent within the Netherlands, if it has been delivered by post before the expiry of this period.

2. In the event that the objection has not been lodged within the period referred to in Article 1(1) or, if paragraph three of this article applies, has been lodged unreasonably late, the objection will be declared inadmissible, unless it cannot reasonably be determined that the person lodging the objection was in default.

3. Lodging a notice of objection to a refusal to decide is not subject to a time limit.

Article 3
The objection will not defer the effect of the decision against which it is aimed.

Article 4
1. The duty of the disputes committee referred to in Article 56 of the Structure Regulations is to give advice about the notices of objection that have been lodged and about the decisions to be taken.

2. The committee consists of three members, who are appointed by the Executive Board. The committee is assisted by a secretary.

Article 5
1. Before advice is given, the person lodging the objection will be given the opportunity to be heard.

2. The hearing may be conducted by all the members of the committee or by a representative to be appointed from their number.

3. The committee may decide that the authorized representative who took the decision on behalf of the Executive Board will also be heard.

4. It may be decided not to hear the person lodging the objection if:
   a. the notice of objection is manifestly inadmissible;
   b. the objection is manifestly unfounded;
   c. the person lodging the objection has declared that he does not wish to exercise his right to be heard;
   d. the objection can be met in full.
5. All the documents relating to the case must be available for inspection by the person lodging the objection and the person assisting him for a period of at least one week prior to the hearing.

6. The person lodging the objection may submit further documents until the start of the hearing.

**Article 6**
1. The hearing will not be a public hearing.
2. At the request of the person lodging the objection, witnesses and experts he has brought may be heard at the hearing.

**Article 7**
1. The advice will be given in writing within six weeks of the notice of objection having been received. This period may be extended no more than once by a period not exceeding four weeks.
2. The advice will contain
   - a draft decision, supported by reasons;
   - a written summary of what was discussed at the hearing;
   - the other documents relating to the dispute.

**Article 8**
1. The Executive Board will decide within ten weeks of receipt of the notice of objection.
2. The person who lodged the objection will be informed of the decision in writing, supported by reasons.
3. If the decision departs from the advice, reasons for this will be given, and the interested parties will also be informed of the advice.
4. The Executive Board may adjourn the decision for a period not exceeding four weeks. Written notification will be given of the adjournment.
5. Further deferment is possible in so far as the person who has lodged the objection agrees.

**Article 9**
1. In the event that the decision of the Executive Board on the notice of objection results in the contested decision being reversed, the Executive Board will take a new decision.
2. If the Executive Board is of the opinion that there are grounds for reimbursing the person who has lodged the objection the costs referred to in Article 7(3), this will be included in the decision.

**Article 10**
At such time as the decision is made known, it will also be stated that it is possible to lodge an appeal with the Higher Education Appeals Tribunal within six weeks.

**Article 11**
This amended procedure will come into force on 1 September 2010 and may be cited as the ‘Objection Procedure (General Administrative Law Act) Regulations’.