



# Review Request Form

## Decision that a Complaint is Inadmissible

### Requesting a Review

If you have been informed that your complaint, or part of your complaint, is inadmissible you can request a review. To request a review of this decision, please complete this form and return it to us either:

- by post, to Review Unit, Fiosrú, Office of the Police Ombudsman, 150 Upper Abbey Street, Dublin 1, D01 FT73 or
- by email, to [review@fiosru.ie](mailto:review@fiosru.ie)

You can also request a review online at [www.fiosru.ie](http://www.fiosru.ie).

We will confirm receipt of your completed form within 5 working days. If you do not hear from us, please let us know.

The reference number for your review will be the same as for your initial complaint. If you have any questions about this form, please email [review@fiosru.ie](mailto:review@fiosru.ie).

**You must request a review of the decision within 28 days of receiving your decision letter.**

### The information we need and why

To review a decision, we need:

- Your details, including your contact details, in case these have changed.
- The reference number of your complaint. You can find this on any letter Fiosrú sent you about your complaint.
- The reason why you think Fiosrú has made an incorrect decision that your complaint, or part of your complaint, is inadmissible.

**Note:** Fiosrú needs this information to perform our functions under the Policing, Security and Community Safety Act 2024. Further information on data protection and how Fiosrú uses your personal data is available on our website [www.fiosru.ie](http://www.fiosru.ie)



## Accessibility

If you have accessibility requirements or practical needs in requesting a review, please contact our Access Officer by email at [access.officer@fiosru.ie](mailto:access.officer@fiosru.ie) or call 0818 600 800 or (01) 871 6727.

## Translation and interpreting services

If you need translation or interpretation services, we can arrange this. Please tick the box below to specify the service needed:

Document translation required ☐

Interpreter required ☐

If ticked, please state the language needed: \_\_\_\_\_



## Your contact details

Please use block capitals when completing this form.

\* Means this part must be completed.

Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other If Other, please specify: _____	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
First name*:	
Middle name:	
Last name*:	
Date of birth*:  This is needed for identification purposes. If you are a child, depending on your age, we may tailor our service for you.	
Contact address*:	
Eircode*:	
Contact phone number*:	
Mobile phone number:	
Email address:	
Please note that email is our preferred method of communication. If you do not wish to be contacted by email, please tick here. <input type="checkbox"/>	
Please specify your preferred method of communication: _____	
<b>Help us keep in contact</b> We will need to be able to contact you while we are dealing with your review request. If your contact details change, please let us know by emailing <a href="mailto:review@fiosru.ie">review@fiosru.ie</a> .	



### If you are under 18 years of age

If you are **between 16 and 18 years of age**, your review request may be treated as that made by an adult. If so, Fiosrú will not need your parent/guardian's consent.

If you are **under 16 years of age**, your parent/guardian's consent will have been requested at the initial complaint stage. This consent will carry over to the review process.

### If you are requesting this review on behalf of someone else

If you are requesting a review on behalf of someone else and they gave their consent at the initial complaint stage, this will carry over to the review. If consent has not already been given, Fiosrú now needs their consent to carry out a request for a review.

### Your complaint details

The reference number of your complaint: You can find this on any letter we sent you about your complaint.	
If you do not know the reference number, please provide:	
Date(s) of incident(s):	
Time(s) of incident(s):	
Location(s) of incident(s):	



## **Why was it decided that your complaint, or part of your complaint, is inadmissible?**

You can find this reason on the letter we sent you to let you know that your complaint, or part of your complaint, is inadmissible.

- 1. You were not directly affected by, or did not witness in person, the behaviour you are complaining about.** ☐
- 2. Fiosrú did not receive the consent needed to assess the complaint further.** ☐
- 3. The complaint received was not made by a suitable person.** ☐
- 4. Your complaint was not made within the 12-month time limit that is allowed.** ☐
- 5. Your complaint is about the behaviour of a person who was not a member of garda personnel at the time that behaviour occurred.** ☐
- 6. The member of garda personnel you are complaining about was not on duty at the time of the incident. Fiosrú has decided that the behaviour you have described would not discredit the reputation of An Garda Síochána.** ☐
- 7. Fiosrú has found that your complaint is frivolous, vexatious or made in bad faith.** ☐
- 8. Fiosrú has found that your complaint lacks substance or sufficient information to warrant further action.** ☐
- 9. Your complaint is about the general directions and control of An Garda Síochána.** ☐
- 10. It would not be reasonably practical to take further action.** ☐
- 11. Your complaint is about behaviour that is the same or almost the same as that already assessed by GSOC or Fiosrú.** ☐

It is important to Fiosrú that you understand the reason for our decision. If it is unclear to you why we decided that your complaint, or part of your complaint, is inadmissible, a member of the Review Unit will get in touch to explain this to you. If you did not understand the reason for our decision, please tick here. ☐



**Why do you think that the decision that your complaint, or part of your complaint, is inadmissible is incorrect?**

This should relate to the reason that Fiosrú gave you for deciding your complaint, or part of your complaint, was inadmissible.



## If your request for a review is outside the time limit

The legal time limit to request a review is **within 28 days of receiving the letter with your decision**. Fiosrú can extend this time limit if it considers there is good reason to do this. If you received our decision more than 28 days ago, please let us know if there is good reason(s) why you did not request a review sooner.

## Use of information

If your complaint is sent to An Garda Síochána for resolution or investigated by Fiosrú, the Garda Síochána and the Gardaí complained of will be given information from your complaint form. In certain circumstances where a complaint has been deemed inadmissible, Fiosrú may share information with the Garda Commissioner. Subject to applicable data protection law, it is possible that information gathered by Fiosrú may be also be given to third parties such as the Director of Public Prosecutions for use in other criminal or civil proceedings. For a full list of who Fiosrú might share your personal information with, please review our data protection and privacy policies, available from our website below.



## Submission of request for review

Before you submit your request for a review, please note that it is a criminal offence under section 226 of the Policing Security and Community Safety Act 2024 to knowingly supply "false or misleading information" to Fiosrú. This could result in a fine and/or a prison sentence.

Please tick the box to show that you understand. ☐

Review request date:

Name (in block capitals):

Your signature:

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150 Upper Abbey Street, Dublin 1  
**Eircode:** D01 FT73

**Phone:** (01) 871 6727  
0818 600 800

**Web:** [www.fiosru.ie](http://www.fiosru.ie)  
**Email:** [review@fiosru.ie](mailto:review@fiosru.ie)