



APPEAL PROCESS FOR UNSUCCESSFUL MEMBERSHIP APPLICATIONS

CREST (International)

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MEMBERSHIP APPLICATION APPEALS PROCEDURE

Version History

Version	Date	Authors	Status
1.0	05.2013		ISSUED
1.1	05.2014	E.A. Luck	Updated with latest process
2.0	09.10.2015	E.A. Luck	ISSUED
3.0	27.02.2019	E.A. Luck	ISSUED

Document Review

Reviewer	Position
President	CREST Executive
Chairman	CREST Executive



MEMBERSHIP APPLICATION APPEALS PROCEDURE

The Procedure

The process of gaining CREST Membership is iterative and CREST will work with you to understand the requirements and any changes in your policies or procedures that we may require. If your application for membership of CREST is rejected, however, you have the right to appeal. The following guidelines and procedures apply:

- An appeal needs to be made in writing to CREST by the organisation concerned. You can either email admin@crest-approved.org with the details of your appeal or send a letter to CREST's registered address.
- CREST undertakes to give specific reasons for rejection. The appeal should explain why the organisation considers the reasons given to be invalid.
- An Appeals Committee will be formed by CREST to consider the appeal. Membership of the Appeals Committee will be discussed and agreed with all Parties prior to any information regarding your application being passed on. Additional NDAs will be put in place to protect the applicant company and the information contained in its application form for membership will not be shared with any party outside CREST.
- Once established, the Appeals Committee will be provided with all the relevant documentation and correspondence relating to the membership application.
- The Appeals Committee will report back to the next CREST Executive meeting giving feedback and a recommendation that the rejection should be upheld or overturned. Feedback and recommendations given to the CREST Executive will have the applicant organisation's name redacted.
- Feedback will be given to the applicant if again rejected, giving reasons for the rejection.
- There will be no further recourse to appeal the decision taken by the Executive.