

The Commissioner for Public Appointments Complaints Leaflet

The Commissioner for Public Appointments regulates and monitors ministerial appointments to a number of public bodies. Government departments are required to follow the Commissioner's Code of Practice when processing these public appointments.

The Commissioner is also charged with the responsibility for investigating complaints. The Commissioner will examine the process used to make an appointment or the manner in which an application for appointment was handled. The Commissioner will only investigate reasons for non-selection if it is felt that the Code has been breached. The Commissioner does not investigate how a body is run or the actions of its members.

If you feel you have reason to complain you should first direct your concerns to the relevant department. If after receiving a comprehensive response you are still concerned, you can write to the Commissioner at the address below.

Departments are required to provide the Commissioner with a detailed report on all complaints received by them.

If you would like more information on either the role of the Commissioner or the appointments process, please contact this office:

The Office of the Commissioner for Public Appointments (OCPA)
3rd Floor
35 Great Smith Street
London
SW1P 3BQ

Telephone: 020 7276 2625

Facsimile: 020 7276 2633

E-mail: ocpa@gtnet.gov.uk

Web site: www.ocpa.gov.uk



Office of the Commissioner
for Public Appointments

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The Commissioner's Principles

The Code of Practice covers all ministerial appointments to the boards of executive and advisory non-departmental public bodies, health bodies, public corporations and nationalised industries. It also encompasses the Chairs of regulatory bodies.

Ministerial responsibility

The ultimate responsibility for appointments is with ministers.

Merit

All public appointments should be governed by the overriding principle of selection based on merit, by the well-informed choice of individuals who, through their abilities, experience and qualities, match the need of the public body in question.

Independent scrutiny

No appointment will take place without first being scrutinised by an independent panel or by a group including membership independent of the department filling the post.

Equal opportunities

Departments should sustain programmes to deliver equal opportunities principles.

Probity

Board members of public bodies must be committed to the principles and values of public service and perform their duties with integrity.

Openness and transparency

The principles of open government must be applied to the appointments process; its working must be transparent and information must be provided about the appointments made.

Proportionality

The appointments procedures need to be subject to the principle of proportionality, that is they should be appropriate for the nature of the post and the size and weight of its responsibilities.