

OFFICE OF ADMINISTRATIVE LAW/CIVIL SERVICE COMMISSION
LAW ENFORCEMENT OFFICER & FIREFIGHTER REMOVAL APPEAL FORM

Use this form to submit an appeal of removal of a law enforcement officer or firefighter to the Office of Administrative Law and Civil Service Commission

1. Your Name: _____
Address: _____

(City) (State) (Zip Code) Telephone: () - _____
Email: _____

2. Will you be represented by a lawyer or union representative at the hearing? YES NO
If yes, complete the following:
Representative Name: _____
Union or Law Firm: _____
Address: _____

(City) (State) (Zip Code) Telephone: () - _____
Email: _____

3. Give a copy of this form and attachments to your Personnel Officer/Employer Representative
Employing Agency Name: _____
Personnel Officer's/Employer Representative's Name: _____
Address: _____

(City) (State) (Zip Code) Telephone: () - _____
Email: _____

4. Appointing Authority Representative for Appeal, if known
Name: _____
Address: _____

(City) (State) (Zip Code)
Telephone: () - _____ Fax #: () - _____
Email: _____

5. Attach the following:
 Preliminary Notice of Disciplinary Action
 Final Notice of Disciplinary Action

6.

Date of incident subject to removal: _____
Date employee served with Final Notice of Disciplinary Action: _____

Note: Your appeal will not be processed unless this appeal form **with attachments** is completed, signed and submitted to the Office of Administrative Law **and** the Civil Service Commission. A copy of this appeal **must** also be served upon the appointing authority (your employer). You must submit this appeal to both the Office of Administrative Law and the Civil Service Commission within twenty (20) days after you receive the Final Notice of Disciplinary Action. If your appeal is not submitted within twenty (20) days, it will be dismissed. You must seek alternate employment; failure to do so may reduce the back pay award.

SIGNATURE

EMPLOYEE/EMPLOYEE REPRESENTATIVE

DATE

Mail to: Office of Administrative Law
33 Washington Street
Newark, New Jersey 07102

AND

Civil Service Commission
Attention Hearings Unit-Unit H
P.O. Box 312
Trenton, NJ 08625-0312

**Hand
Deliver:** Civil Service Commission
3 Station Plaza
44 South Clinton Avenue
Trenton, NJ

AND Office of Administrative Law
7th Floor
33 Washington Street
Newark, New Jersey

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