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**SAA Compliance – Review Request**

Date: dd/mm/yyyy

An accredited person may dispute the technical findings of SAA and/or a state/federal authority through a Review Request. Review Requests must be submitted within 10 days of the notice of ‘Rectification Required’ from SAA Compliance.

Review requests must be submitted using the following form. Review requests submitted without supporting evidence, a summary of the dispute and references to the relevant clauses will not be assessed.

Please ensure that all fields are correctly and clearly filled out. The completed form can be emailed to compliance@saaustralia.com.au

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| **CASE DETAILS** |
| Case Number |  |
| **ACCREDITED PERSON DETAILS** |
| Name |  |
| Accreditation Number |  |
| Phone |  |
| Email |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ref** | **Non-compliant item** | **Applicable Standards / Guidelines referenced on report**  | **Detailed description for why you find the report findings to be incorrect with references to the relevant clauses if applicable** | **SAA response to dispute** |
|  |  |  |  |  |
| *Photo/s to be inserted here as evidence to support findings*  |  |

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| **Ref** | **Non-compliant item** | **Applicable Standards / Guidelines referenced on report**  | **Detailed description for why you find the report findings to be incorrect with references to the relevant clauses if applicable** | **SAA response to dispute** |
|  |  |  |  |  |
| *Photo/s to be inserted here as evidence to support findings*  |  |

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| **Ref** | **Non-compliant item** | **Applicable Standards / Guidelines referenced on report**  | **Detailed description for why you find the report findings to be incorrect with references to the relevant clauses if applicable** | **SAA response to dispute** |
|  |  |  |  |  |
| *Photo/s to be inserted here as evidence to support findings*  |  |

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| **Ref** | **Non-compliant item** | **Applicable Standards / Guidelines referenced on report**  | **Detailed description for why you find the report findings to be incorrect with references to the relevant clauses if applicable** | **SAA response to dispute** |
|  |  |  |  |  |
| *Photo/s to be inserted here as evidence to support findings*  |  |