

19.3.2024

## APPEAL INSTRUCTIONS

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<b>Right to appeal</b>	It is possible to appeal against decisions made by the registrar referred to in the Act on Guarantees of Origin of Energy on the basis of the said Act. A party that is dissatisfied with a decision can submit a written appeal. An appeal can be submitted by a party whom the decision concerns or whose right, obligation or benefit the decision impacts directly (an interested party).
<b>Appeal authority</b>	The appeal is addressed to Gasgrid Finland Oy.
<b>Appeal period</b>	The appeal must be submitted within 30 days from receiving the decision. A party is considered to have been informed of an electronic decision, unless otherwise demonstrated, on the third day of the message having been sent from the register database. If the decision has been issued as a letter, the recipient is considered to have been informed of it, unless otherwise demonstrated, on the seventh day of the letter having been sent.
<b>Content of appeal</b>	An appeal must be submitted in writing (an electronic document also fulfils the requirement of written format) and it must refer to the decision appealed against and state the correction requested and the grounds for the request. In addition, the appeal must state the company submitting the appeal, as well as the name and contact details (address, email and telephone number) of its contact person.
<b>Delivery of an appeal</b>	The appeal must be submitted within the appeal period either electronically <a href="mailto:customerservice@gasgrid.fi">customerservice@gasgrid.fi</a> or by post to Gasgrid Finland Oy, Keilaranta 13-19 B, FI-02150 Espoo. An electronic document does not need to be supplemented with a signature if the document contains information about the sender and there is no reason to suspect the originality of the document.
<b>Grounds for appeal</b>	The Administrative Procedure Act, 434/2003 § 46, 47, 49, 49 a-g The Act on Guarantees of Origin for Energy 1050/2021 § 21, 22, 33 The Act on Electronic Services and Communication in the Public Sector 13/2003 § 4, 7, 9, 10, 11, 18

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