

Inspector to Chief Inspector Promotion Board – 2017**Application Process and Timetable**

<b>Key Stages</b>	<b>Activities</b>	<b>Timetable and Deadlines</b>
<b>Candidate downloads application pack</b>	Candidate downloads application pack from Vacancy Board	19/06/17-14/07/17
	Section one: <ul style="list-style-type: none"> <li>• Personal details form</li> <li>• 'Why me, why now' letter</li> <li>• PDR</li> <li>• Previous feedback if you have applied before.</li> </ul>	
	Submit application pack to LPA/ OCU Senior Management Team.	
<b>LPA/ OCU Senior Management Team:</b>	LPA/ OCU Senior Management Team: checks to ensure that only specified documents are attached and completes section two <ul style="list-style-type: none"> <li>• Forwards complete application pack to People Resourcing</li> <li>• If unsupported please inform candidate.</li> </ul>	<b>Deadline 12 noon 21/07/17</b>
<b>Shortlisting Process</b>	Shortlisting process conducted	24/07/17 – 18/08/17
<b>Results</b>	People Resourcing provides candidates with written notification of the outcome of the shortlisting process and interview date / time for successful candidates.  People Resourcing will provide copies of the shortlisting panel's feedback to unsuccessful candidates and LPA/ OCU Senior Management Team	Week commencing 18/09/17  Week commencing 04/09/17
<b>Appeal Process</b>	Candidates who wish to appeal within the parameters detailed in guidance notes, should submit their appeal in writing to the Head of People Services & Learning and Professional Development, within a reasonable time (normally 14 working days) of receiving the decision. You cannot appeal against the selection outcome. <sup>1</sup>	21/08/17 – 31/08/17
<b>Candidate and Assessors</b>	Conduct promotion interviews	01/09/17 – 24/10/17

<b>Results</b>	<p>People Resourcing will provide applicants with written confirmation of the outcome of their board</p> <p>People Resourcing will provide copies of the Board panel's feedback to each candidate and LPA/ OCU Senior Management Team.</p>	<p>Week commencing 30/10/17</p> <p>20/11/17 onwards</p>
<b>Appeal Process</b>	Candidates who wish to appeal within the parameters detailed in guidance notes, should submit their appeal in writing to the Head of People Services & Learning and Professional Development, within a reasonable time (normally 14 working days) of receiving the decision. You cannot appeal against the selection outcome. <sup>2</sup>	30/10/17 – 10/11/17
<b>Feedback Interviews</b>	Optional feedback interviews conducted.	Within 12 week of receiving feedback
<b>Promotion Offers</b>	Formal offers of promotion and appointments are made by the People Resourcing Lead Advisor. Please note that every attempt will be made to keep to this time frame, however, on occasion this may be subject to change.	Next Senior Appointments Board

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<sup>1</sup> Please note that feedback is not always available at the same time as the results. You cannot appeal the decision, only the process and so this will not affect the appeal period.

<sup>2</sup> As above at footnote 2.

Fully completed and endorsed applications should be sent to  
[promotions@thamesvalley.pnn.police.uk](mailto:promotions@thamesvalley.pnn.police.uk)