

Glossary of Terms used in the Social Security Appeal Authority

Act	The Social Security Act 2018.
Appellant	The person making the appeal.
Argument	Reason(s) for making the appeal or response to the appeal.
Authority	The Social Security Appeal Authority.
Authority to Act Form	Form completed by an appellant who wants a non-lawyer to represent them, such as an advocate.
Evidence	What people say happened, and documents relating to what happened.
Grounds of the appeal	The factual background to the decision being appealed and relevant points of law supporting the appeal.
Minute	A document issued by the Authority making an official statement before the final decision is made.
Notice of Appeal	The form filed with the Authority that begins the appeal process.
On the papers	Where the Authority is satisfied that an appeal can be properly determined without a hearing.
Parties	The person bringing the appeal and the Ministry of Social Development.
Rehearing	Hearing the evidence that was heard in the original decision.
Regulation 249 report	A document filed by the Ministry of Social Development, setting out what happened, what the Ministry's view of the appeal is, with a copy of the documents it thinks are relevant to the appeal.
Secretary of the Authority	An official of the Authority who conducts its correspondence and is the main point of contact.