amendments to rules
(complaints handling supplementary instrument 2015)

July 2015

feedback statement

The consultation paper amendments to rules (complaints handling supplementary instrument 2015) proposed changes to our scheme rules, affecting businesses subject to our Compulsory Jurisdiction and Voluntary Jurisdiction, and to our standard terms affecting businesses subject to our Voluntary Jurisdiction in Dispute Resolution: Complaints Sourcebook (DISP) and Glossary of the Financial Conduct Authority Handbook.

consumer redress schemes

The Alternative Dispute Resolution for Consumer Disputes (Competent Authorities and Information) Regulations 2015 amended section 404B of the Financial Services and Markets Act 2000 ("FSMA") (also reflected in changes to DISP 3.6.5A G) to allow businesses and consumers to agree that complaints subject to a consumer redress scheme can be dealt with by the ombudsman by reference to what is fair and reasonable rather than in accordance with scheme rules. Where this is not agreed, the complaint will be dealt with in accordance with the consumer redress scheme and will be a “relevant complaint” within the meaning of section 404B(3) of FSMA.

The consultation paper proposed minor consequential amendments to references to “consumer redress scheme” complaints in DISP 3 to reflect this change.

complaint handling procedures relating to jurisdiction

The Financial Conduct Authority recently made a rule change to DISP 2.8.1R which will come into force on 30 June 2016. The effect of this rule change is that we may be able to consider a complaint where the complainant has received a summary resolution communication from the respondent.

The consultation paper proposed a minor consequential amendment to our procedural rules to take account of this change in DISP 3.2.2.R, to ensure consistency across the rules.

We consulted on these proposed changes via our website, inviting comments to reach us by 20 July 2015. We did not receive any comments on the proposed changes during the consultation period, although we did respond to queries from a number of businesses and trade associations to confirm the limited scope of the consultation.
We made some minor editorial changes to our draft instrument, following feedback from the FCA, so the instrument which was passed by our Board differs slightly from the version included in the consultation paper. We made the following amendments:

1. The name of the Instrument has been changed to *Complaints Handling (Financial Ombudsman Service) Instrument Act 2015*;
2. Part of the annexes have been reordered chronologically and merged in order to improve clarity – without affecting their substance; and
3. The cover sheet has been amended to reflect the above changes with no impact on the legislative effect of the Instrument.

Our Board passed the Instrument on 21 July 2015 and it is attached below. This instrument also includes those rule changes which were for the ombudsman service to make following our joint consultation with the Financial Conduct Authority in December 2014. The wider feedback statement on this consultation was published by the FCA on 7 July 2015 and is available [here](#).

The FCA Board consented to and approved these rule changes on 30 July 2015.
powers exercised by the Financial Ombudsman Service Limited

A. The Financial Ombudsman Service Limited makes and amends:

(i) the rules relating to the complaint handling procedures of the Financial Ombudsman Service; and
(ii) the standard terms for Voluntary Jurisdiction participants;

as set out in Annexes A, B and C to this instrument, in the exercise of the following powers and related provisions in the Financial Services and Markets Act 2000 (“the Act”):

(1) section 227 (Voluntary Jurisdiction);
(2) paragraph 8 of Schedule 17 (Information, advice and guidance);
(3) paragraph 14 (The scheme’s operator’s rules) of Schedule 17;
(4) paragraph 18 (Terms of reference to the scheme) of Schedule 17; and
(5) paragraph 22 (Consultation) of Schedule 17.

B. The making (and amendment) of rules and standard terms in Annexes A, B and C by the Financial Ombudsman Service Limited is subject to the consent and approval of the Financial Conduct Authority.

commencement

(2) Part 2 of Annex C (DISP) of this instrument comes into force on 1 October 2015.
(3) Part 3 of Annex C (DISP) of this instrument comes into force on 26 October 2015.
(4) Annex A (Glossary), Part 2 of Annex B (DISP) and Part 4 of Annex C (DISP) of this instrument come into force on 30 June 2016.

amendments to the FCA Handbook

D. The Glossary of definitions is amended in accordance with Annex A to this instrument.

E. The Dispute Resolution: Complaints sourcebook (DISP) is amended in accordance with Annexes B and C to this instrument.
notes

F. In Annex C to this instrument, the “notes” (indicated by “Note:”) are included for the convenience of readers but do not form part of the legislative text.

citation

G. This instrument may be cited as the Complaints Handling (Financial Ombudsman Service) Instrument 2015.

By order of the Board of the Financial Ombudsman Service
21 July 2015

Consented to, and approved by, the Board of the Financial Conduct Authority
30 July 2015
Annex A

Amendments to the Glossary of definitions

In this Annex, underlining indicates new text.

Comes into force on 30 June 2016

chargeable case any complaint referred to the Financial Ombudsman Service, except where:

(a) the Ombudsman considers it apparent from the complaint, when it is received, and from any final response, summary resolution communication or redress determination which has been issued by the firm or licensee, that the complaint should not proceed because:

(i) ...

...
Annex B

Amendments to the Dispute Resolution: Complaints sourcebook (DISP)

In this Annex, underlining indicates new text and striking through indicates deleted text.

Part 1: Comes into force on 31 July 2015

3.6 Determination by the Ombudsman

... Fair and reasonable

3.6.2 G Section 228 of the Act sets the 'fair and reasonable' test for the Compulsory Jurisdiction (other than in relation to consumer redress schemes a “relevant complaint” within the meaning of section 404B(3) of the Act) and DISP 3.6.1R extends it to the Voluntary Jurisdiction.

...

3.7 Awards by the Ombudsman

...

Money awards

3.7.2 R Except in relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act, a money award may be such amount as the Ombudsman considers to be fair compensation for one or more of the following:

(1) financial loss (including consequential or prospective loss); or

(2) pain and suffering; or

(3) damage to reputation; or

(4) distress or inconvenience;

whether or not a court would award compensation.

3.7.2A G In relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act, a money award is a payment of such amount as the Ombudsman
determines that a respondent should make (or should have made) to a complainant under the scheme.

3.7.4A G The effect of section 404B(5) of the Act is that the maximum award which the Ombudsman may make also applies in relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act.

3.7.6 G If the Ombudsman considers that fair compensation requires payment of a larger amount, he may recommend that the respondent pays the complainant the balance. The effect of section 404B(6) of the Act is that this is also the case in relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act.

Interest awards

3.7.8 R Except in relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act, an interest award may provide for the amount payable under the money award to bear interest at a rate and as from a date specified in the award.

Directions

3.7.11 R Except in relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act, a direction may require the respondent to take such steps in relation to the complainant as the Ombudsman considers just and appropriate (whether or not a court could order those steps to be taken).

3.7.11A G In relation to a complaint the subject matter of which falls to be dealt with (or has properly been dealt with) under a consumer redress scheme “relevant complaint” within the meaning of section 404B(3) of the Act, a direction may require the respondent to take such action as the Ombudsman determines the respondent should take (or should have
taken) under the scheme.

Part 2: Comes into force on 30 June 2016

3 Complaint handling procedures of the Financial Ombudsman Service

... ...

3.2 Jurisdiction

... ...

3.2.2 R Unless the respondent has already had eight weeks to consider the complaint or issued a final response or summary resolution communication, the Ombudsman will refer the complaint to the respondent (except where DISP 2.8.1R(4) applies).
Annex C

Further amendments to the Dispute Resolution: Complaints sourcebook (DISP)

[Editor’s Note: The provisions in this Annex which are now made by the Financial Ombudsman Service Limited in relation to the voluntary jurisdiction were previously made by the Financial Conduct Authority in relation to the compulsory jurisdiction, in the Complaints Handling and Call Charges Instrument 2015 (FCA 2015/39).]

In this Annex, underlining indicates new text and striking through indicates deleted text.

Part 1: Comes into force on 31 July 2015

2 Jurisdiction of the Financial Ombudsman Service

2.2 Which complaints can be dealt with under the Financial Ombudsman Service?

2.2.2 The effect of section 234B of the Act is that where a person (a “successor”) has assumed a liability (including a contingent one) of another person who was, or would have been the respondent in respect of a complaint, the complaint may be dealt with by the Ombudsman as if the successor were the respondent.

Part 2: Comes into force on 1 October 2015

1 Treating complainants fairly

1.2 Consumer awareness rules

Publishing and providing summary details, and information about the Financial Ombudsman Service

1.2.1 To aid consumer awareness of the protections offered by the provisions in this chapter, respondents must:
Part 3: Comes into force on 26 October 2015

1.3 Complaints handling rules

1.3.1AA R Where a respondent operates a telephone line for the purpose of enabling an eligible complainant to submit a complaint, the complainant must not be bound to pay more than the basic rate when contacting the respondent by telephone.

1.3.1AB R For the purposes of DISP 1.3.1AAR the basic rate is the simple cost of connection and must not provide the respondent with a contribution to its costs or revenues.

1.3.1AC R The following numbers, if used by a respondent, would comply with DISP 1.3.1ABR:

(1) geographic numbers or numbers which are always set at the same rate, which usually begin with the prefix 01, 02 or 03;

(2) calls which can be free of charge to call, for example 0800 and 0808 numbers; and

(3) standard mobile numbers, which usually begin with the prefix 07, provided that the respondent ordinarily uses a mobile number to receive telephone calls.

1.3.1AD R The following numbers, if used by a respondent, would not comply with DISP 1.3.1ABR:

(1) premium rate numbers that begin with the prefix 09;

(2) other revenue sharing numbers in which a portion of the call charge can be used to either provide a service or make a small payment to the respondent, such as telephone numbers that begin with the prefix 084 or 0871, 0872 or 0873; and
(3) telephone numbers that begin with the prefix 0870, as the cost of making a telephone call on such numbers can be higher than a geographic cost and will vary depending on the eligible complainant’s telephone tariff.

... Part 4: Comes into force on 30 June 2016

1.5 Complaints resolved by close of the next third business day

1.5.1 The following rules do not apply to a complaint that is resolved by a respondent by close of business on the third business day following its receipt the day on which it is received:

(1) the complaints time limit rules (except DISP 1.6.1R(1) (Keeping the complainant informed); and

(2) the complaints forwarding rules;

(3) the complaints reporting rules;

(4) the complaints record rule, if the complaint does not relate to MiFID business or collective portfolio management services for a UCITS scheme or an EEA UCITS scheme; and

(5) the complaints data publication rules.

1.5.2 Complaints falling within this section are still subject to the complaint complaints resolution rules.

When a complaint is resolved

1.5.2A A complaint is resolved where the complainant has indicated acceptance of a response from the respondent, with neither the response nor acceptance having to be in writing.

1.5.3 For the purposes of this section:

(1) a complaint received on any day other than a business day, or after close of business on a business day, may be treated as received on the next business day, and
(2) a complaint is resolved where the complainant has indicated acceptance of a response from the respondent, with neither the response nor acceptance having to be in writing [deleted]

Summary resolution communication

1.5.4 R Where the respondent considers a complaint to be resolved under this section, the respondent must send the complainant a ‘summary resolution communication’, being a written communication from the respondent which:

(1) refers to the fact that the complainant has made a complaint and informs the complainant that the respondent now considers the complaint to have been resolved;

(2) tells the complainant that if he subsequently decides that he is dissatisfied with the resolution of the complaint he may be able to refer the complaint to the Financial Ombudsman Service;

(3) indicates whether or not the respondent consents to waive the relevant time limits in DISP 2.8.2R or DISP 2.8.7R (Was the complaint referred to the Financial Ombudsman Service in time?) by including the appropriate wording set out in DISP 1 Annex 3R;

(4) provides the website address of the Financial Ombudsman Service; and

(5) refers to the availability of further information on the website of the Financial Ombudsman Service.

[Note: article 13 of the ADR Directive]

1.5.5 G The information regarding the Financial Ombudsman Service required to be provided in a summary resolution communication should be set out clearly, comprehensibly, in an easily accessible way and prominently, within the text of those responses.

1.5.6 G In addition to sending a complainant a summary resolution communication, a respondent may also use other methods to communicate the information referred to in DISP 1.5.4R(1) to (5) where:

(1) the respondent considers that doing so may better meet the complainant’s needs; or

(2) the complainant and respondent have already been using another
An example of DISP 1.5.6G(1) may be where a respondent is aware that a complainant is visually impaired. An example of DISP 1.5.6G(2) may be where a respondent has been communicating with a complainant about a complaint by telephone.

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2 Jurisdiction of the Financial Ombudsman Service

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2.8 Was the complaint referred to the Financial Ombudsman Service in time?

2.8.1 R The Ombudsman can only consider a complaint if:

(1) the respondent has already sent the complainant its final response or summary resolution communication; or

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2.8.2 R The Ombudsman cannot consider a complaint if the complainant refers it to the Financial Ombudsman Service:

(1) more than six months after the date on which the respondent sent the complainant its final response, redress determination or summary resolution communication; or

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unless:

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(5) the respondent has consented to the Ombudsman considering the complaint where the time limits in DISP 2.8.2R or DISP 2.8.7R have expired (but this does not apply to a “relevant complaint” within the meaning of section 404B(3) of FSMA the Act).

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2.8.3 G The six-month time limit is only triggered by a response which is a final
response, or redress determination or summary resolution communication. The response must tell the complainant about the six-month time limit that the complainant has to refer a complaint to the Financial Ombudsman Service.