

The Four Rights Request

NOTICE · REASONS · ACCOUNTABLE HUMAN APPEAL · REPAIR

No consequential automated judgment without notice, reasons, accountable human appeal, and the power to repair.

This document contains a general request followed by sector-specific variants. Use only the information necessary to establish the decision and process. Preserve the sent version and the response.

General consequential decision

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a decision, classification, ranking, restriction, or outcome that materially affected me.

1. NOTICE

Please confirm whether an automated, algorithmic, statistical, AI-assisted, scoring, ranking, profiling, recommendation, or generated-summary system materially influenced the outcome. Identify the system role, responsible institution, decision date, and a durable case reference.

2. REASONS

Please provide an understandable explanation of the principal factors that shaped the result, including relevant source records, policies, criteria, objectives, material inferences, and known uncertainty. “The algorithm decided” is not a reason.

3. HUMAN APPEAL

Please provide access to an accountable human reviewer with sufficient time, relevant information, independence, and authority to reconsider and, where appropriate, reverse the outcome. A chatbot loop or reviewer without power is not an appeal.

4. REPAIR

If the decision or its data is inaccurate or materially incomplete, please explain the process to correct the source record, update downstream systems, reverse the outcome where justified, and restore what was wrongly lost.

Please identify the applicable review procedure, response deadline, expected response time, and the office or person responsible for the final decision. Please preserve all records related to this request. I am preserving this request and the response as part of my own record.

Institution

Name or identifier

Reference

Date

Response deadline

Preferred response method

Privacy reminder: Remove unnecessary credentials, medical or financial details, account numbers, and third-party information before sharing.

Employment and hiring

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a employment, hiring, scheduling, promotion, pay, discipline, or termination outcome that materially affected me.

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Education and discipline

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a admission, grading, proctoring, discipline, placement, access, or educational outcome that materially affected me.

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Public benefits

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a eligibility, prioritization, suspension, denial, recovery, or public-benefit outcome that materially affected me.

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Credit and insurance

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a credit, lending, pricing, underwriting, coverage, claim, or insurance outcome that materially affected me.

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Housing

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a application, screening, ranking, pricing, access, tenancy, or housing outcome that materially affected me.

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Platform moderation and visibility

Template status: Civic request; adapt to applicable law, policy, contract, and deadline. Not legal advice.

Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a moderation, ranking, recommendation, visibility, access, restriction, or platform outcome that materially affected me.

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2. REASONS

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Creator monetization

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Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a distribution, eligibility, demonetization, payout, reach, restriction, or creator outcome that materially affected me.

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Healthcare administration

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Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a scheduling, triage, authorization, prioritization, billing, access, or healthcare-administration outcome that materially affected me.

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Identity and fraud systems

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Subject: Request for Notice, Reasons, Human Appeal, and Repair

I am requesting information and review concerning a identity verification, fraud classification, authentication, access, restriction, or risk outcome that materially affected me.

1. NOTICE

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