

Insert name of your public authority here

Chapter II of Part I of the Regulation of Investigatory Powers Act 2000

Application for Communications Data

1) Applicant's Name		4) Unique Reference Number	
2) Office, Rank or Position		5) Applicant's Telephone Number.	
3) Applicant's Email Address		6) Applicant's Fax Number	

7) Operation Name (if applicable)	8) STATUTORY PURPOSE
	Click here for options:-

9) COMMUNICATIONS DATA
Describe the communications data required, specifying, where relevant, any historic or future date(s) and, where appropriate, time period(s)

10) NECESSITY
State the nature of the investigation or operation and how it relates to a purpose at question 8
Give a short explanation of the crime (or other purpose), the suspect, victim or witness and the phone or communications address and how all these three link together.

11) PROPORTIONALITY
State why obtaining the communications data is proportionate to what you are seeking to achieve
Outline what is expected to be achieved from obtaining the data and explain how the level of intrusion is justified when taking into consideration the benefit the data will give to the investigation. When considering the benefits to the investigation or operation, can the level of intrusion be justified against the individual's right to privacy? Explain why you have requested the specific date/time periods i.e. how these are proportionate.

12) COLLATERAL INTRUSION
Consider and, where appropriate, describe any meaningful collateral intrusion – the extent to which the privacy of any individual not under investigation may be infringed and why that intrusion is justified in the circumstances
If you have identified any meaningful degree of collateral intrusion, explain what it is.

13) TIMESCALE Identify and explain the timescale within which the data is required	
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14) APPLICANT
I undertake to inform the SPoC of any change in circumstances that no longer justifies the acquisition of the data

Applicant's Signature		Date	
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15) ASSESSMENT BY ACCREDITED SPoC.	
How much will the acquisition of the data cost?	
Are there other factors the DP should be aware of? <i>For example, the requirement:</i> <ul style="list-style-type: none"> • is NOT reasonably practical for the CSP to do; • will cause an adverse cost or resource implication to either your public authority or the CSP (for instance does the investigation or operation have the analytical capacity to undertake analysis of the communications data once acquired); • will produce excess data to that required. 	
Name of Accredited SPoC	

16) AUTHORISATION (Completed by Accredited SPoC when appropriate)	
Specify the reason why the collection of communications data by means of an authorisation is appropriate:	
<input type="checkbox"/> There is an agreement in place between the public authority and the CSP relating to the appropriate mechanisms for the disclosure of the data ◊ <input type="checkbox"/> The designated person considers there is a requirement to identify to whom a service is provided (for example subscriber check) but a CSP has yet to be conclusively determined as the holder of the communications data † <input type="checkbox"/> CSP is not capable of obtaining or disclosing the communications data Δ	
Describe the communications data to be acquired specifying, where relevant, any historic or future date and/or time periods sought. Describe the course of conduct required to obtain the data.	<input type="checkbox"/> ◊Traffic or Service Use data – acquisition by SPoC directly from CSP <input type="checkbox"/> † Subscriber Information – acquisition by SPoC or, where SPoC can not acquire data directly from CSP, serve assurance of the Authorisation on CSP ¹ <input type="checkbox"/> ΔOther conduct – specify
<i>The statutory purpose for which the conduct may be authorised is set out at section 8 of this form.</i> <i>The office, rank or position of the designated person should be recorded within section 17 of this form together with a record of the date & time the granting of an authorisation is made.</i>	

17. DESIGNATED PERSON			
The Designated Person considers the application and if approved records their considerations:			
<ul style="list-style-type: none"> • Why do you believe acquiring the communications data is necessary for one of the purposes within section 22(2) of the Act; • Why do you believe the conduct involved in obtaining the data is proportionate to the objective(s)? In making that judgement you should take in consideration any additional information from the SPoC. If the applicant has identified any <u>meaningful degree of collateral intrusion</u>, why you believe the request remains justified and proportionate to the objective(s)? 			
My considerations in approving / not approving this application are:			
<input type="checkbox"/> I authorise the conduct to be undertaken by the SPoC as set out in section 16 of this form. <input type="checkbox"/> I give Notice and require the SPoC to serve it on (insert name of CSP) . The Notice bears the unique reference number			
Name		Office, Rank or Position	
Signature		Time and Date	

¹ See paragraph 3.30 of the code