



CIVIL NUCLEAR CONSTABULARY

Email: [REDACTED]

Our Ref: 2015-144

The Executive Office

Civil Nuclear Constabulary

Building F6 Culham Science Centre

Abingdon

Oxon

OX14 3DB

Tel: 01235 466428

Website: <https://www.gov.uk/cnc>

Dear [REDACTED]

I am writing in response to your request for information regarding the below received on 26 October 2015. Your request has been handled under Section 1(1) of the Freedom of Information Act 2000. In accordance with Section 1(1) (a) of the Act I hereby confirm that the CNC/CNPA does hold information of the type specified.

I would like to know whether this Police force records telephone calls (Police desk phones and Police radio phones).

I would also like to know the recording procedures and data retention period of recordings as well as the system used including its backup policy.

Can you also provide me with the Police force policy for a Police officer to keep a written detailed log of all calls the officer makes and its retention policy.

The CNC only recordings made as those telephone calls which are received into the Police Control Rooms (PCRs) as well as radio transmissions. The nature of a voice transmission cannot be predicted and, therefore, all transmissions into and out of PCRs are recorded, without discrimination, to assist with the prevention and detection of crime and to ensure that standards are achieved and maintained.

The recordings are captured on a digital recorder which stores all transmissions onto a hard disk drive; this permits rapid access for search and replay of transmissions if required. The hard disk drive acts as a storage device for all transmissions until such times as this data is over written. All recorded data is transferred on to archiving media (DVD) for storage at set times automatically. Once an archiving DVD becomes 80% full the system goes into alarm mode informing the operator that the DVD requires changing. When the Hard Drive becomes full, transmissions are deleted on a first-in, first-out basis which provides a good level of backup should the DVD fail.

All DVDs stored are clearly identified and access restricted to authorised persons only. All recorded DVDs are to be held for a period of seven years at which stage, if not required for evidential purposes, they will be destroyed. A certificate of destruction will be required as proof that the DVD can be destroyed and should be endorsed by the Unit Commander and retained for a period of seven years.

The Civil Nuclear Constabulary is a specialist armed police service dedicated to the civil nuclear industry, with Operational Policing Units based at 11 civil nuclear sites in England, Scotland and Wales and over 1400 police officers and staff. The Constabulary headquarters is at Culham in Oxfordshire. The civil nuclear industry forms part of the UK's critical national infrastructure and the role of the Constabulary contribute to the overall framework of national security.

The purpose of the Constabulary is to protect licensed civil nuclear sites and to safeguard nuclear material in transit. The Constabulary works in partnership with the appropriate Home Office Police Force or Police Scotland at each site. Policing services required at each site are agreed with nuclear operators in accordance with the Nuclear Industries Security Regulations 2003 and ratified by the UK regulator, the Office for Nuclear Regulation (ONR). Armed policing services are required at most civil nuclear sites in the United Kingdom. The majority of officers in the Constabulary are Authorised Firearms Officers.

The Constabulary is recognised by the National Police Chiefs' Council (NPCC) and the Association of Chief Police Officers in Scotland (ACPOS). Through the National Coordinated Policing Protocol, the Constabulary has established memorandums of understanding with the local police forces at all 11 Operational Policing Units. Mutual support and assistance enable the Constabulary to maintain focus on its core role.

We take our responsibilities under the Freedom of Information Act seriously but, if you feel your request has not been properly handled or you are otherwise dissatisfied with the outcome of your request, you have the right to complain. We will investigate the matter and endeavour to reply within 3 – 6 weeks. You should write in the first instance to:

Sarah Shevlin
Disclosures Officer
CNC
Culham Science Centre
Abingdon
Oxfordshire
OX14 3DB

E-mail: FOI@cnc.pnn.police.uk

If you are still dissatisfied following our internal review, you have the right, under section 50 of the Act, to complain directly to the Information Commissioner. Before considering your complaint, the Information Commissioner would normally expect you to have exhausted the complaints procedures provided by the CNPA.

The Information Commissioner can be contacted at:

FOI Compliance Team (complaints)
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If you require any further assistance in connection with this request please contact us at our address below:

Sarah Shevlin
Disclosures Officer
CNC

Culham Science Centre
Abingdon
Oxfordshire
OX14 3DB

E-mail: FOI@cnc.pnn.police.uk

Yours sincerely

Sarah Shevlin
Disclosures Officer
Civil Nuclear Constabulary