

Insert name of your public authority here

Chapter II of Part I of the Regulation of Investigatory Powers Act 2000 (RIPA)

Accredited SPoC Notifying IOCCO of a Reportable Error

An error can only occur after a designated person:

- has granted an authorisation and the acquisition of data has been initiated, or
- has given notice and the notice has been served on a CSP in writing, electronically or orally

Guidance on errors and those which must be reported to the IOCCO are contained within the code of practice (see in particular paragraph 6.15)

Reportable errors must be brought to the attention of IOCCO within 5 working days of being discovered (see paragraph 6.17 of the code)

1) Name of Accredited SPoC		5) SPoC's Telephone Number.	
2) Office, Rank or Position of SPoC		6) SPoC's Fax Number	
3) SPoC's Email Address		7) The error can be reported by email to	Ch2.inspectorate@homeoffice.gsi.gov.uk

8) DETAILS OF THE ERROR

State whether Notice or Authorisation; Click here for options:-

Describe the communications data applied for as set out on the application;

Describe the nature of the error;

Date and time the error occurred; Date Time

If the error was made by the CSP - Name of CSP; **and state whether CSP has been informed;**
Click here for options:-;

9) UNINTENDED COLLATERAL INTRUSION

If any has taken place, please describe what it was;

10) PREVENTION OF SIMILAR ERRORS REOCCURRING

What steps have been, or will be, taken to ensure that a similar error does not reoccur

11) REPORTING OF THE ERROR TO THE COMMISSIONER AND NOTIFYING THE SENIOR RESPONSIBLE OFFICER AND THE DESIGNATED PERSON

Note; There is a requirement to report the error to your senior responsible officer (SRO) and then to the Commissioner

Details of the SRO	Name of the SRO	Telephone No
	Email address of SRO	
Details of the DP	Name of the DP	Telephone No
	Email address of DP	
The date and time the report has been completed by SPoC	Date	Time