

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

Reporting of an Error by Communication Service Provider (CSP)

Name of CSP reporting this error _____

An error can only occur after a designated person (within a public authority):

- 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.

Where a CSP discloses communications data in error it must report each error to the Commissioner.

1) Name of staff member from CSP		4) Telephone Number	
2) Position within the CSP		5) Fax Number	
3) Email Address		6) The error can be reported by email	Ch2.inspectorate@homeoffice.gsi.gov.uk

7) DETAILS OF THE ERROR

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

Describe the communications data sought by the public authority as set out on the Notice or Authorisation;

Describe the nature of the error;

Date and time the error occurred; Date Time

If the CSP is reporting an error made by the public authority - Name of public authority ("the PA"); and state whether PA has been informed; Click here for options:-;

8) PREVENTION OF SIMILAR ERRORS REOCCURRING

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

9) REPORTING OF THE ERROR TO THE COMMISSIONER AND NOTIFYING PERSON OF SENIOR POSITION WITHIN THE CSP

Details of the person of Senior Position (if different from person completing form, see question 1 above)	Name	Telephone No
	Email address	
The date and time the report has been completed by CSP	Date	Time