

Insert name of your public authority here

NOTICE

Section 22(4) of the Regulation of Investigatory Powers Act 2000

Where it appears to the designated person that a CSP is or may be in possession of, or be capable of obtaining, any communications data, the designated person may, by notice require the CSP -

(a) if the CSP is not already in possession of the data, to obtain the data; and

(b) in any case, to disclose all of the data in his possession or subsequently obtained by him.

S. 22(6) - It is the duty of the CSP to comply with any notice given to him under subsection (4).

Other SPoC Reference*		Unique Reference Number of Notice	
Details of the CSP		Name of the CSP Address of CSP For attention of	
Statutory Purpose	Click here for options:-		
Designated Person Giving Notice This Notice is valid for one month when given by the Designated Person	Name of the DP Office, rank or position Date Notice given and if appropriate the time		
Describe the communications data to be acquired specifying, where relevant, any historic or future date and/or time periods sought.	Data applied for Time period (if applicable)		
<p>URGENT (DCG Grade 1 or 2) may only be initiated by SPoC and will require liaison with CSP staff.</p> <p>DCG Grade 3 – SPoC may indicate any specific or critical time issues such as bail dates, court dates, persons in police custody, specific line of investigation in serious crime (S.81(2) RIPA) investigation <u>and</u> the acquisition of data will <u>directly assist</u> in the prevention or detection of the crime.</p>	DCG Grading Scheme Click here for options:- Grade 3: If, and only if there is a specific or critical time issue state the 'target date' for the disclosure of the data Explain the reason for the setting of a target date Comment: Ordinarily all requirements are Grade 3 and will be dealt with in date order when received by the CSP. DCG has requested the IOCCO Inspectors to make appropriate comment on the use of the grading scheme during their inspections of law enforcement agencies		
Specify the manner in which the data should be disclosed	Click here for options:-		
SPoC Office Contact Details and Address ¹ If there is a specific or critical time issue indicated or the matter is DCG Grade 1 or 2 URGENT then the Accredited SPoC contact details MUST be completed	TEL FAX EMAIL POSTAL Name of Accredited SPoC Mob TEL Reminder: If you have requested a "24/7" response from the CSP make sure you supply sufficient contact details so that you and your SPoC colleagues can be easily contacted		
Date Notice served		and if appropriate the time	

¹ CSPs must ensure the data is returned to a verified SPoC email or fax number.

For information about how a CSP may verify the identity of a SPoC by use of the SPoC PIN list, contact commsdata@homeoffice.gsi.gov.uk