



Form BC1 - Application for Biometric Retention under s.63G PACE

[See: BC2 Explanatory Notes for Completion]

1. Application Information	
Police URN	THIS IS A SAMPLE
PNCID	
Application Date	
In Time Application? (within 28 days of NFA date?)	<input type="checkbox"/> Yes <input type="checkbox"/> No
If "No" please state the reasons for late application	

2. Point of Contact	
Name and Rank	
Force	
Telephone	
Email	

3. Biometrics		
Date Biometrics Taken	Fingerprints	
	DNA	

4. Arrest Details		
Date of Arrest		
NFA Date		
No Previous Convictions	<input type="checkbox"/>	<i>Please tick to confirm the subject has no previous convictions, cautions, warnings or reprimands for any recordable offence.</i>

5. Preliminary Application	
Is there any information that cannot be disclosed to the subject in your proposed notification letter (and if relevant, any information in the BC1)? (To note – do not send proposed notification letter to the subject until approval received from the OBSCC)	<input type="checkbox"/> Yes <input type="checkbox"/> No If preliminary application has been approved by the OBSCC, enter date of approval _____



6. Notification to subject regarding police's application	
Date Notified	
Method	<input type="checkbox"/> By Post <input type="checkbox"/> In Person
Deadline for subject Representations	
Notification Letter Attached	<input type="checkbox"/> Actual <input type="checkbox"/> Proposed
If the subject is under 18, has an appropriate adult also been informed of the application? Or if the subject is over 18 and may need support understanding the application, has an appropriate adult been notified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
If applicable, Name and Address of appropriate adult.	

Please ensure a copy of the actual or proposed Subject Notification Letter is attached

7. Declaration	
<p>As responsible Chief Officer of Police I apply for consent to the retention of the above Subject's DNA profile <input type="checkbox"/> Fingerprints <input type="checkbox"/>.</p> <p>For the reasons given below I consider that the criteria set out in:</p> <ul style="list-style-type: none"> • <input type="checkbox"/> Section 63G(2)(a) of PACE* (under age 18) • <input type="checkbox"/> Section 63G(2)(b) of PACE* (vulnerable adult) • <input type="checkbox"/> Section 63G(2)(c) of PACE* (associated to the person whom the material relates) • <input type="checkbox"/> Section 63G(3) of PACE* (the retention of the material is necessary to assist in the prevention or detection of crime) <p>are met and that there are compelling reasons to believe that the public interest will be served by the retention of the material in the particular circumstances of this case.</p> <p>I enclose relevant documentation with this application form and undertake to make available any additional information or documentation which may reasonably be requested by the Biometrics and Surveillance Camera Commissioner.</p> <p><i>*(select appropriate section)</i></p>	
Signed	Date
Name and Rank <i>(Must be of substantive NPCC rank)</i>	



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8. Subject Details	
Title	
First Name(s)	
Surname	
Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth	
Address (if applicable, enter no fixed abode)	
Aliases	
Nationality	

9. Details of allegation
Offence for which Subject Arrested
<i>[The Subject must have been arrested for a 'qualifying' offence as defined at section 65A(2) of PACE. Please state offence and the applicable legislation]</i>
Detailed Account of Incident Leading to Arrest for which Biometric Retention is Sought
<p>Please give a description of the circumstances leading to the arrest to which this application relates. Include references to relevant documents. The following points should be addressed, although forces should also provide additional evidence/information to further strengthen their application as they deem necessary:</p> <ul style="list-style-type: none">• What is the age/gender of the alleged victim? Are there any special characteristics relating to them?• What is the age of the subject of this application? Are there any special characteristics relating to them?• Are the victim and subject known to each other – if yes, how?• What date/time did the alleged offence happen and where?• What are the allegations that have been made and what were the circumstances surrounding the alleged offence?• Was any evidence found which suggests the subject committed the offence such as forensics, CCTV, mobile phone footage/messages?• Were there any eyewitness accounts?• Are there any significant points to raise from the police investigations and/or police interviews that were carried out?



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Reasons for NFA

[Please explain why it was decided not to charge the Subject. Include references to relevant documents]

Other Arrests / Contact with Police

[Please give details of any other arrests / relevant contact with UK police in chronological order with dates. If the subject is not a UK national or hasn't been in the UK for a long period, have any checks been carried out as to whether the subject has been involved in any criminality abroad?]

10. Reasons for Application

[Please provide detailed reasons to support your application. These should include references to any relevant documents and should show that in this particular case there are unusually compelling reasons to believe that the retention of the material at issue may assist in the prevention or detection of crime and would be proportionate.]



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Any information which may weaken the case for retention of the biometric material

[Please ensure any relevant information in the supporting material which has not already been reflected in the 'Reasons for Application' section is detailed here.]

11. Relevant Documents Attached

- | | |
|--|---|
| <input type="checkbox"/> PNC | <input type="checkbox"/> MG5 |
| <input type="checkbox"/> OASIS Log | <input type="checkbox"/> SIO / IO Report |
| <input type="checkbox"/> Crime Report | <input type="checkbox"/> Intelligence Report(s) |
| <input type="checkbox"/> Custody Record | <input type="checkbox"/> Other (Give details below) |
| <input type="checkbox"/> MG3 (if CPS involved) | |

If relevant give details of additional documents attached below.

Please ensure a copy of the actual or proposed Subject Notification Letter is attached