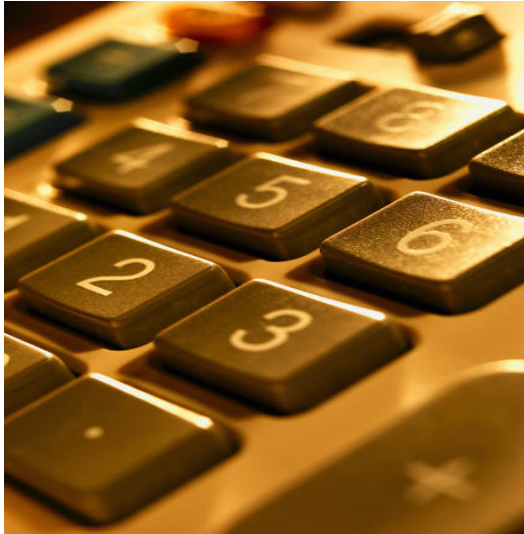


# RIPA/RIPSA HELPLINE

A new dedicated surveillance law helpline to assist busy public sector professionals and in house lawyers dealing with issues under the Regulation of Investigatory Powers Act (RIPA) and the Regulation of Investigatory Powers (Scotland) Act (RIPSA).



Local authorities and other public sector organisations are increasingly doing complex and time consuming covert investigations to tackle benefit fraud, licensing issues and trading standards offences, anti social behaviour and environmental health problems. RIPA and, in Scotland, RIPSA govern the way the public sector does directed surveillance, intrusive surveillance and makes use of a Covert Human Intelligence Source (CHIS). These Acts also govern email and internet monitoring as well as accessing communications data. Covert investigations also require consideration of the Data Protection Act 1998 and the Human Rights Act 1998 (the right to privacy).

Recent media stories involving surveillance and monitoring mean that it is essential to have access to good quality advice when carrying out any kind of covert investigation or monitoring. Internal legal departments are often over stretched and dedicated RIPA/RIPSA practitioners are difficult to recruit. External legal advice is very expensive and there are very few experts in this field with real experience of advising the public sector.

The Act Now RIPA/RIPSA Helpline is designed to supplement your internal surveillance law expertise by acting as a “sounding board” or “signpost service” for you to discuss your covert surveillance operations. Our experts will guide you through the relevant area of law, discuss possible legal tactics and how to complete the relevant standard Home Office forms. The helpline will be managed by Ibrahim Hasan, who is renowned throughout the UK as one of the leading surveillance law experts.

At a time of increasing pressure on public sector budgets, the Act Now RIPA/RIPSA Helpline is the most cost effective solution for your surveillance law problems.

## Annual Subscription

£499 + vat

## Who Will Benefit?

This service can be used by all those who are in charge of RIPA/RIPSA compliance and advice within a public sector organisation including staff in:

- Trading Standards
- Planning Enforcement
- Benefit Fraud
- Internal Audit
- Environmental Health
- ASBO Units
- Licensing
- Data Protection

## Common Queries

“We are watching premises where there are children. Are there any special considerations?”

“Do I need a RIPA/RIPSA authorisation for a test purchase to investigate under age sales?”

“Can we check an employee’s e mails for evidence of fraud?”

“Can I do a subscriber check on a mobile phone that we have discovered whilst raiding a factory?”

<u>What is covered?</u>	<u>Our Helpline Experts</u>
<p>The aim of the RIPA/RIPSA Helpline is to allow two nominated staff within your organisation to ring up and discuss any surveillance law issue/covert investigation that they are dealing with.</p> <p>Our experts will talk through the legal issues and the relevant legal considerations when completing any required Home Office forms. Queries may involve discussions on:</p> <ul style="list-style-type: none"> <li>• Directed Surveillance</li> <li>• Intrusive Surveillance</li> <li>• When a person is a CHIS</li> <li>• What forms to complete</li> <li>• The authorisation process</li> <li>• The Data Protection implications</li> <li>• The privacy issues</li> <li>• Record keeping requirements</li> <li>• Use of covert CCTV cameras</li> </ul>	<p><b>Ibrahim Hasan</b> Solicitor and Director of Act Now</p> <p>Ibrahim is one of the UK's leading authorities on RIPA and RIPSA. He has trained many local authorities and public sector organisations on surveillance and data protection. Last year he was interviewed on Radio 4's Today programme about public sector surveillance.</p> <p><b>Sharon Heels</b> Solicitor and District Judge</p> <p>A leading expert on surveillance law with many years of public sector experience advising and training in this area. Sharon has also done in house RIPA/RIPSA training for many UK councils.</p> <p>Full professional biographies at <a href="http://www.actnow.org.uk">www.actnow.org.uk</a></p>

### RIPA/RIPSA HELPLINE SUBSCRIPTION FORM

Name			
Organisation			
Department			
Address			Post Code
Invoice Address (if different)			Post Code
Phone Number			Fax Number
Email			
Purchase Order Number			Our Reference (if any)

### Two easy ways to subscribe

<b>Fax</b>	your subscription form to <b>01924 451129</b>
<b>Post</b>	your subscription form to Act Now Training, 64 Bradford Road, Dewsbury, WF13 2DU

Once your subscription is processed we will send you a form to nominate your two helpline users plus the dedicated helpline number.

### Terms and Conditions

1. Please note that the aim of this service is to act as a telephone "sounding board" or "sign post" service. It is not meant to be comprehensive legal advice about your specific investigation. Where you require this service we will discuss with you the possibility of referring your request to specialist lawyers for advice for an additional fee.
2. Responses to queries will be made by telephone. You can send queries by e-mail (and occasionally we may ask you to do this), but we cannot give a written response under this service. We are unable to read lengthy documents or complete RIPA/RIPSA forms on your behalf.
3. The helpline will be available on normal working days between 9am and 5pm. We aim to answer all queries within 24 hours. However at busy times it may take slightly longer.
4. This service can be used by one or two individuals nominated by you (e.g. RIPA coordinator/SPOC or a lawyer in the legal department). You can change the nominated officers only twice during each subscription year.
5. This service is not aimed at private sector lawyers or consultants. We reserve the right to refuse a subscription request.
6. We reserve the right to refuse to answer a query if it presents us with a conflict of interest.
7. Where a caller/organisation is making excessive use of this service, or is being argumentative or unreasonable, we may withdraw the service from such an organisation and refund the unused portion of the subscription.

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