

***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		<b>Name of the CSP</b> <b>Address of CSP</b> <b>For attention of</b>	
Statutory Purpose	<b>Click here for options:-</b>		
Designated Person Giving Notice	<b>Name of the DP</b> <b>Office, rank or position</b> <b>Date Notice given</b> <b>and if appropriate the time</b>		
This Notice is valid for one month when given by the Designated Person			
Describe the communications data to be acquired specifying, where relevant, any historic or future date and/or time periods sought.	<b>Data applied for</b> <b>Time period (if applicable)</b>		
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 and the acquisition of data will <u>directly assist</u> in the prevention or detection of the crime.	<b>Grade 3: If, and only if there is a specific or critical time issue state the 'target date' for the disclosure of the data</b> <b>Explain the reason for the setting of a target data</b> <b>Reminder:</b> Ordinarily all Notices 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		
URGENT (DCG Grade 1 or 2) may only be initiated by SPoC and may require liaison with CSP staff.	<b>URGENT delivery of data</b> <b>Click here for options:-</b>		
Specify the manner in which the data should be disclosed	<b>Click here for options:-</b>		
SPoC Office Contact Details and Address	<b>TEL</b> <b>FAX</b> <b>EMAIL</b> <b>POSTAL</b> <b>Name of Accredited SPoC</b> <b>Mob TEL</b> <b>Reminder:</b> 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		
If there is a specific or critical time issue indicated or the matter is DCG Grade 1 or 2 URGENT then the Accredited SPoC details MUST be completed			
<b>Date Notice served</b>		<b>and if appropriate the time</b>	