

[REDACTION]

NOTE: REDACTIONS ARE INDICATED [REDACTION] AND GISTS ARE IN BOLD, UNDERLINED AND ITALICS

**DATA ACQUISITION, RETENTION, USE AND RELEASE QUESTIONNAIRE**

1.	<b>Data source/owner?</b>	
2.	<b>Description of data required?</b>	
3.	<b>Is the data selected or unselected?*</b>	
4.	<b>If selected, is access to unselected data anticipated in the future?</b>	
5.	<b>How will the data be used – targeted/profiling/other?</b>	
6.	<b>Is such use necessary for the Service's statutory functions? **</b>	
7.	<b>What is the perceived intrusion into privacy? (high/medium/low) **</b>	
8.	<b>What are the results and benefits anticipated from such use? **</b>	
9.	<b>Are there any other ways to obtain the data or results? **</b>	
10.	<b>Does such use fit with Service's strategy for data exploitation?</b>	
11.	<b>What is the reputational risk of the proposed data acquisition?</b>	
12.	<b>How high is the risk of disclosure by data source of Service information or techniques, by virtue of Service's acquisition? (high/medium/low)</b>	

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13.	<i>Has the data been obtained by activity (e.g. interception, CHIS) authorised by a warrant under RIPA/ISA?</i>	
14.	<i>What is the proposed data retention period?</i>	
15.	<i>What is the proposed review period?</i>	
16.	<i>Who can access and use the data, and what safeguards will protect and restrict access?</i>	
17.	<i>Will the data or any results be released to third parties, including Liaison partners overseas?</i>	
18.	<i>Has <u>Legal Adviser</u> advice been given?</i>	
19.	<i>How will the data and any results relating to individuals be recorded?</i>	
20.	[REDACTION]	
21.	<i>Where will the data be stored internally? e.g. on <u>analytical systems</u>?</i>	
22.	<i>Authorisation to acquire given? [by whom?]</i>	

\* **Selected** means a data set focussed on specific individual(s) of intelligence interest to the Service; **Unselected/Bulk** means a data set or database (or extract from a database) containing data about a wide range of individuals, including data about individuals that are not of intelligence interest, which is too large to be susceptible to manual processing;

\*\* (6) – (9) are key to determining *Necessity* and *Proportionality* and therefore *Lawfulness of Acquisition*.