

[REDACTION]

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

DATA ACQUISITION, RETENTION, USE AND RELEASE
QUESTIONNAIRE

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

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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 analytical systems?</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*.