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| **REQUEST MADE TO WARWICKSHIRE POLICE BY OTHER AGENCIES FOR INFORMATION** |

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| **DETAILS OF ORGANISATION REQUESTING INFORMATION** | | | |
| Name: |  | | |
| Address: |  | | |
| Tel: |  | Fax: |  |
| Date: |  | Our ref: |  |

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| To: | **WARWICKSHIRE POLICE** |

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| **I AM REQUESTING PERSONAL INFORMATION ABOUT:** | | | |
| Surname: |  | | |
| All previous surnames: |  | | |
| Also known as: |  | | |
| Forename(s): |  | | |
| Place of birth: |  | Date of birth: |  |
| Full present address: |  | Postcode: |  |
| Previous address: |  | Postcode: |  |

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| **THE INFORMATION SOUGHT IS:** |
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| **I HAVE A LEGAL BASIS UNDER GDPR OR DATA PROTECTION ACT 2018 AND THE REASONS ARE:** |
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| Common law duty of confidentiality – I confirm that the duty of confidentiality can be overridden in this situation.  Human Rights Act 1998 Article 8 – right to privacy. The right to privacy of the individual concerned has been considered but the public interest served in disclosing the personal data, outweighs the right to privacy. |

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| --- | --- | --- | --- |
| Signed: |  | Rank/title: |  |
| Name: |  | Date: |  |

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| **RESPONSE TO REQUEST** |

**Disclosure of personal data must be relevant, justified and the minimum amount required for the purpose and compatible with the data protection principles.**

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| **DETAILS OF WARWICKSHIRE POLICE CONTACT** | | | |
| Name: |  | | |
| Address: |  | | |
| Tel: |  | Email: |  |
| Date: |  | Our ref: |  |

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| To: |  |

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| **The response to your request is detailed below and has been provided for the sole purpose outlined in your request and therefore this information will not be disclosed to a third party and will not be used for any other purpose.** |
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| --- | --- | --- | --- |
| Signed: |  | Rank/title: |  |
| Name: |  | Date: |  |
| **This form must be quality assured by a named Point Of Contact (POC):** | | | |
| Signed: |  | Rank/title: |  |
| Name: |  | Date: |  |

**All information exchanged will only be so exchanged within the statutory framework of the Information Sharing Agreement and should be obtained, held, retained and disposed of in a fair lawful, secure, and appropriate manner in accordance with the Data Protection Act 2018 and the retention and disposal/destruction policies of Warwickshire Police.**

**If you receive a subject access application and personal data is identified as belonging to Warwickshire Police, it is your responsibility to contact us to determine whether we wish to claim an exemption under the provisions of the Data Protection Act 2018.**