

REQUEST MADE TO WARWICKSHIRE POLICE BY OTHER AGENCIES FOR INFORMATION

DETAILS OF ORGANISATION REQUESTING INFORMATION:

Name of applicant:	
Address / Organisation:	
Tel:	
Date	

To:	
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I AM REQUESTING PERSONAL INFORMATION ABOUT:

(The details of the person you are managing)

Surname:			
Forename(s):			
Also Known as:			
Place of Birth:			
PNC ID:		Date of Birth:	
Full Present Address:		Postcode:	
Previous Address:		Postcode:	

PLEASE ANSWER ALL 5 POINTS BELOW BEFORE SUBMISSION:

1. The offence and circumstances for which the subject is being managed.
2. The time parameters you want the searches over or between, up to a max of 12 months.
3. Exactly what you want searching and why, i.e., intelligence / police call outs / arrests / etc. Please do not put all of them in every request unless you are able to show justifications.
4. If you also require information regarding other persons (partners/family/friends), you must provide their full name and dob for us to positively identify them and provide full justifications as to why this information is needed.
5. If your subject is moving to an address, please confirm if this address will be empty or will there be other occupants, if there are others then we would need to have their details to advise.

Note: Local intelligence systems for Warwickshire Police will be checked only, unless specified by the requestor, national checks will include a significant delay.

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I HAVE A LEGAL BASIS UNDER GDPR OR DATA PROTECTION ACT 2018 AND THE REASONS ARE:

Intelligence requests are not completed by default. In line with Government UK GDPR Guidance, the Data Protection Act 2018 and the Data (Use and Access) Act 2025, if there is an identified and evidenced risk to the public, the nature of the offence committed by a related Service User is identified a risk to the public, and/or if the whereabouts of the identified person indicates an increased risk to the public, a request for intelligence information is made.

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.

Signed:		Rank/Title:	
Name:		Date:	

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.

DETAILS OF WARWICKSHIRE POLICE CONTACT

Name:	FIB		
Address:	Warwickshire Police		
Tel:	01926 415000	Email:	fib@warwickshire.police.uk
Date:		Our Ref:	

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.

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, UK GDPR and Data (Use and Access) Act 2025, 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 relevant Data Protection legislation.

