

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



[REDACTION]

FORM FOR ACQUISITION

Section 1: Data Description *(to be completed by Data Sponsor)*

Dataset Codename: <i>(please consult relevant team to obtain an MI5 codename)</i>		<u>Form for acquisition</u> Reference: <i>(this should be obtained from the relevant team)</i>	
Data Sponsor: <i>(name and Staff Role)</i>			
Source Database:			
Supplier Organisation:			
Original Source: <i>(if different from supplier)</i>			
Supplier Contact Details:			
Supplier System Accreditation:			
Description of Data:			
Supplier Classification:	Please select	(no STRAP)	(no national caveat)
Adverseness:	please select		
Does the dataset contain Personal Data? <i>(provide further detail in the adjacent box)</i> <input type="checkbox"/> Identifying Personal Data <i>(from the data itself or in combination with other data that is or likely to become held by MI5)</i> <input type="checkbox"/> Information about Activities <i>(e.g. travel, [REDACTION])</i> <input type="checkbox"/> Sensitive Personal Data <i>(biometric, financial, medical, racial or ethnic origin, religious, journalistic, political, legal, sexual, criminal activity)</i>			

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<input type="checkbox"/> Other			
Data on UK Nationals:			
Data on Minors: <i>(defined as anyone under 16, if possible please provide metrics)</i>			
Data Schema Provided:			
Size of dataset:	Please select please be more specific if possible		
Start of Dataset Coverage:		End of Dataset Coverage:	
Proposed Update Frequency:			
Change/Delta Size:			
[REDACTION]	[REDACTION]		

Section 2: Business Justification & Privacy Assessment *(to be completed by Data Sponsor)*

Proposed Destination System(s): <i>(please note that loading may only occur to destinations listed here):</i>	[REDACTION]
Proposed Access Restrictions:	
Retention Period: This dataset will be automatically entered into a [REDACTION] rolling review period for deletion. Please state the business case for a different deletion review period here if appropriate.	

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<p>Statement of necessity and proportionality:</p> <p>Please now explain why the acquisition is necessary and proportionate covering the following points:</p> <ul style="list-style-type: none"> • How will the data be used? • What results or benefit do you expect it to provide? • Are there alternative means of achieving the same results? 	
Assessment of Privacy:	
<p>Assessment of Actual Intrusion and measures taken to minimise this:</p> <p><i>(Actual intrusion in this case is taken to mean the intrusion or interference with privacy caused by accessing the data as a result of analysis.)</i></p>	
Classification of Actual Intrusion:	Please select
<p>Assessment of Collateral Intrusion and measures taken to minimise this:</p> <p><i>(Collateral intrusion in this case is taken to mean the intrusion caused by holding the dataset in our analytical systems, prior to any action taken by an analyst or investigator.)</i></p>	
Assessment of Collateral Intrusion:	Please select
Referred to <u>Ethics</u> :	Please select
If you have answered 'yes' to the above, please provide further detail:	

Business Justification Sign Off *(to be completed by Data Sponsor and electronically initialled when complete)*

Name/**Staff Role**:

Date:

Please initial electronically once completed

Business Justification Approval *(to be completed by Data Sponsor **senior MI5 official**)*

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I am satisfied:

- that the use of this dataset is necessary
- that the use of this dataset is proportionate to what is sought to be achieved

Name/**Staff Role**:

Date:

Please initial electronically once completed

Section 3: Legality of Acquisition *(to be completed by a legal adviser)*

Legal Adviser Comment:

Legality of Acquisition Sign Off *(to be completed by a legal adviser)*

Name/**Staff Role**:

Date:

Please initial electronically once completed

Section 4: Technical Feasibility *(to be completed by technical team ingesting the data)*

Technical Team(s) Comment
(if required)

Technical Feasibility Sign Off *(to be completed by technical team ingesting the data)*

Name/**Staff Role**:

Date:

Please initial electronically once completed

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Section 5: Information Assurance *(to be completed by relevant team)*

Team Comment:

Please comment on the following:

- Intrusion
- Proportionality
- Necessity
- Adverseness

Does holding this dataset have the potential to cause political embarrassment or reputational damage to the Service and its partners?

Overall Classification of Corporate Risk:

Please select

Access Restrictions:

Handling Caveat:

MI5 Classification:

Please select

[REDACTION]

[REDACTION]

Information Handling
Category:

Review Period:

Referred to **Ethics**:

Please Select

Referred to **Legal Adviser**:

Please Select

Information Assurance Sign Off *(to be completed by relevant team)*

Name/**Staff Role**:

Date:

Please initial electronically once completed

Section 6: Final Approval *(to be initialled electronically by SIRO or designated person)*

I am satisfied:

- that the use of this dataset is necessary
- that the use of this dataset is proportionate to what is sought to be achieved
- that legal, ethical and practical implications have been adequately examined

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- that satisfactory arrangements exist for ensuring proper management and protection of the data

I authorise the acquisition of this dataset.

Final Approval Sign Off *(to be completed by SIRO or designated person)*

Name/***Staff Role***:

Date:

Please initial electronically once completed

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