**CSE/CCE Team (non-Police) PROCESS FOR INTELLIGENCE**





















**Intelligence/information submission Form**

| **INTELLIGENCE** is relevant to our line of business, it can form part of an ongoing enquiry, it can relate to criminality, it can provide background information, it can fill in blanks, and it can identify behaviour trends, hotspot areas and potential offenders. The original source IS KNOWN  **INFORMATION** is hearsay OR third party….so and so said. The original source is NOT KNOWN |
| --- |

| **What INTELLIGENCE do you want to share? *Include full details, names, date of birth, address etc.***  ***\*\*\* If this submission includes a possible criminal offence this must be reported via 101/999 \*\*\****  *Once completed please email* [*awaken@lancashire.police.uk*](mailto:awaken@lancashire.police.uk) *and password protect with the agreed password* | | |
| --- | --- | --- |
| **How does the source know this information** |  | |
| **Who else knows the information – other associates of the source/professionals** |  | |
| **Does sharing the information place the child at risk** |  | |
| **What is being done to safeguard or minimise the risk to this child?** |  | |
| **Is there a risk to anyone else** |  | |
| **What has been done to address this risk or safeguard the other person** |  | |
| **When did the child find out this information – be specific if possible dates and times for when information has been received and when incidents are said to have occurred.** |  | |
| **Y/N** | **HAVE YOU RECORDED IN THE CHILD'S RECORD AS A CASE NOTE? Please Ensure all third party information is anonymised with a SU number as opposed to names in the case note.** | |
| **Submitted by:** | | **Date:** |

**PLEASE PASSWORD PROTECT THIS FORM WITH THE AGREED PASSWORD**

**EMAIL TO** [**awaken@lancashire.police.uk**](mailto:awaken@lancashire.police.uk)

**DO NOT PRINT THIS FORM OR COMPLETE IN THE COMMUNITY**

