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**Partnership Information Form**

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**PURPOSE - This form should be used by partner agencies to share information with the police which has been gathered during the course of their work and may be of interest to law enforcement.**

**It can be used to share information regarding potential criminal offences, conduct or behaviour, including, but not limited to; exploitation (sexual, criminal, labour etc.), serious and organised crime (including terrorism, drug supply, use of firearms etc.) and community tensions and issues.**

**The information will be recorded on the Police Intelligence System and used to support activity by the police and, where appropriate, partner agencies.**

**The Information should be specific to a particular person, vehicle, or incident. i.e. one report per event and information relating to separate events should be on their own form. The submission of the information should be timely to the event.**

**REMEMBER - always call 999 if the crime is being committed or if the offender is nearby, or if you, a Person, Child or Young Person is at immediate risk of harm or in danger.**

**ALTERNATIVELY – If you are reporting a criminal offence, please call 101 and speak directly with a call handler or use our online service or live chat for general enquiries and advice as well as reporting non-urgent incidents or crimes.**

**Please note the 101 Live chat service is not monitored 24/7.**

**This form is to share intelligence NOT to report a crime.**

**WHAT DO WE NEED FROM YOU**

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| --- | --- |
| **Section 1** | * **What are your details – person completing the form** |
| **Section 2** | * **Section 2 - How do you know about this? Is this your own observations or have you been told? If it is from your observations go straight to section 3 or complete the details of the person who has provided you with the information.** |
| **Section 3** | * **Provenance? We need to know how you know, or they know about the information e.g. witnessed, they were told, viewed on social media etc.** |
| **Section 4** | * **We need to know who the intelligence is about please provide as much details as possible, including vehicle(s) & location(s)** |
| **Section 5** | * **In this section we need you to tell us what you know or have been told, please do not provide case notes or information from meeting where there has been a police representative. We need you to provide a summary** * **We need dates when this happened/happening or when this was witnessed.**   **e.g. Oliver is associating with Joey who is a known drug dealer, they frequent Durham City every Friday evening.** |
| **Section 6** | * **We need to know if you have you made any other referrals or reports to any other agency regarding this or associated matters? (e.g. Adult / Child’s Social Care, Youth Justice Service, Health, Education)** |

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| **Section 1: Your Details** | | | |
| Full name: | | | Date of birth: |
| Job title: | | Organisation: | |
| Address: | | | |
| Telephone: | Email: | | |

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| **Section 2: Details of the person providing you the information (*leave blank if this was observed by you)*** | | |
| Full name: | | Date of birth: |
| Address: | | |
| Telephone: | Email: | |
| Would they be willing to engage with the Police? Yes | | |
| Another Partner agency (please state)? | | |

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| **Section 3**: **Provenance** |
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| **Section 4: If you are aware of the details of who is involved, including vehicles please complete *(enter more as required) (Do not use initials / pseudonyms, make sure each nominal is clearly identifiable)*** | | |
| Full name: | | Alias/Nickname: |
| Date of birth: | Gender: | Telephone numbers / WhatsApp/social media usernames etc: |
| Description and clothing: | | |

|  |  |  |
| --- | --- | --- |
| Full name: | | Alias/Nickname: |
| Date of birth: | Gender: | Telephone numbers / WhatsApp/social media usernames etc: |
| Address: | | |
| Description and clothing: | | |

|  |  |  |
| --- | --- | --- |
| Full name: | | Alias/Nickname: |
| Date of birth: | Gender: | Telephone numbers / WhatsApp/social media usernames etc: |
| Address: | | |
| Description and clothing: | | |

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| **Vehicle(s) involved** | | | |
| Registration: | Make: | Model: | Colour: |
| Identifying features: | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Registration: | Make: | Model: | Colour: |
| Identifying features: | | | |

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| **Location(s) involved (Provide specific addresses or identifiable locations)** |
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| **Section 5: INFORMATION What intelligence do you want to share with us?** |
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| **Images (please state how you obtained these)** |
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| **What else have you done with this information? (have you made any other referrals or reports to any other agency regarding this or associated matters)** |
|  |

**Please complete and email to** [**Force.intelligence@durham.police.uk**](mailto:Force.intelligence@durham.police.uk)

**Thank you for your assistance.**