

11 July 2024

IC-317479-Z8S8

Request

On 28 June 2024, you asked us:

What are the objective criteria the team uses for creating, respectively, an 'incident' and/or an 'investigation'?

We have handled your request under the Freedom of Information Act 2000 (the FOIA).

Response

We understand that your request relates to the terminology used by our Criminal Investigations Team.

Referrals accepted by the team are typically recorded as incidents in the first instance, so that initial enquiries can be made, and those that progress to investigation will generally be those considered to be suitable for potential enforcement action.

The decision to pursue an investigation is made by an Enquiry Prioritisation Panel (EPP). Every case is considered on an individual basis and decisions about how to progress cases are made in line with our [Regulatory Action Policy](#) and our [Investigations Manual](#).

We do not hold a standalone list of criteria as your request describes, but rather decisions are made via the processes describe above, based on the guidance mentioned and the relevant legislation.

This concludes our response to your request.

Next steps

You can ask us to review our response. Please let us know in writing if you want us to carry out a review. Please do so within 40 working days.

You can read a copy of our full [review procedure](#) on our website.

If we perform a review but you are still dissatisfied, you can complain to the ICO as regulator of the FOIA. This complaint will be handled just like a complaint made to the ICO about any other public authority.

You can [raise a complaint](#) through our website.

Your information

Our [privacy notice](#) explains what we do with the personal data you provide to us, and sets out [your rights](#). Our [Retention and Disposal Policy](#) details how long we keep information.

Yours sincerely



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