



Attorney General

22nd September 2010

Dear Colleague

Guidelines on Information Security and Government Work

We are pleased to enclose a copy of "Guidelines on Information Security and Government Work". The Guidelines are the product of negotiations between the Law Officers Departments and the Bar Council.

Material given to Counsel by Government Departments and other agencies in both criminal and civil cases will often contain personal data whose release or loss could cause harm or distress to individuals. Other material will attract greater or lesser degrees of national security classification. It is vitally important that those who entrust such material to Counsel can have confidence that it will be properly looked after.

The aim of the Guidelines is to set out a common standard for information security for all those doing government work whether as members of the Attorney General's panel of Civil Counsel, the CPS list or the Unified list. The Guidelines will also cover QCs and off panel juniors.

The Guidelines only cover personal and other data at a "Restricted" level. This will, however, cover by far and away the largest part of the material which Counsel will handle on behalf of Government. Effectively the Guidelines by default cover all work to counsel which emanates from Government Departments and agencies. Stricter security requirements will continue to be imposed on a case by case basis in respect of information which carries a higher security classification e.g. national security, public interest immunity, child pornography and similar issues.

Although the Guidelines do not apply to information provided to barristers by other clients, served on defendants in criminal cases or provided by Government Departments or agencies as part of a disclosure process, those acting for other clients are requested to have these Guidelines in mind when

acting dealing with information which may have originated from Government Departments and Agencies.

The Guidelines do not take away counsel's responsibilities as data controller in their own right.

The Guidelines can be found the TSol, CPS and Bar Council websites.

Any queries in relation to implementation of the Statement should be directed either to:

CPS
Richard Peirce
DepartmentalSecurityUnit@cps.gsi.gov.uk
0203 357 0224

TSol
Hayley Devine
Hayley.Devine@tsol.gsi.gov.uk
0207 210 3440

Unified List (Whitehall Prosecutors)
Sally-Ann Downey
Sally-Ann.Downey@dwp.gsi.gov.uk
0207 712 2277

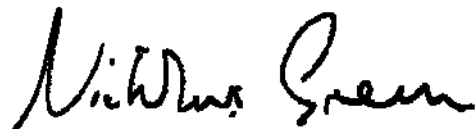
and Katy Shrimplin
Katy.Shrimplin@bis.gsi.gov.uk
0207 215 3203

We look forward to your support in helping to preserve the safety and security of information entrusted to the Bar.

Yours faithfully



Attorney General



Chair, General Council of the Bar