

National Retention Assessment Criteria Template

For advice on completing this form, see APP on information management

Record	<input type="text"/>	Date of review	<input type="text"/>
Review type (triggered or scheduled)	<input type="text"/>	If review was triggered explain how/why	<input type="text"/>

Retention criteria

Factors – risk or harm	Yes/No	If 'Yes' provide an explanation of how/why
1 Is there evidence of a capacity to inflict serious harm, eg, threats, violence towards partner, hate-based behaviour, predatory behaviour?	Yes No	<input type="text"/>
2 Are there any concerns in relation to children or vulnerable adults?	Yes No	<input type="text"/>
3 Did the behaviour involve a breach of trust?	Yes No	<input type="text"/>
4 Is there evidence of established links or associations which might increase the risk of harm, eg, gang membership, contact with known paedophiles or other established criminal groups?	Yes No	<input type="text"/>
5 Is there evidence of substance misuse?	Yes No	<input type="text"/>
6 Are there concerns about the individual's mental state, eg, symptoms of mental illness, obsessive or compulsive behaviour, morbid jealousy, paranoia, lack of self-control?	Yes No	<input type="text"/>
7 Any other reasons?	Yes No	<input type="text"/>

Is the information under review proportionate and still necessary for a policing purpose?	Yes	No
Is the information under review adequate and up to date?	Yes	No

Outcome of review	<input type="text"/>	
Completed by	<input type="text"/>	Authorised by <input type="text"/>