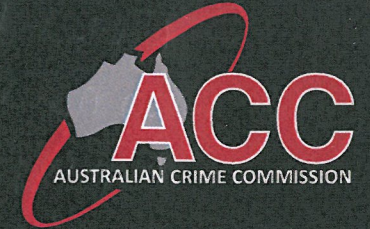


# TELECOMMUNICATIONS INTERCEPTION & ACCESS COMPLIANCE



MANDATORY INITIAL AND ANNUAL REFRESHER TRAINING

<b>APPLICATION</b>					
Applicant seeks and gains approval for warrant from Operational Manager	Checks conducted to confirm attributes such as carrier and subscriber	ACC legal officer checks application and warrant	Applicant meets AAT member (as issuing authority) and makes application for warrant	AAT member may issue warrant, request additional information, or refuse warrant	
<b>PROVISIONING AND RENEWAL/CESSATION</b>					
Compliance specialist checks warrant and request documentation	Compliance specialist maintains statutory record keeping	Compliance specialist notifies AGD and Telecommunications carrier of issued warrant and makes connection in ACC system	Operational Manager approval required to renew or revoke warrant	Compliance specialist deactivates warrant after quality checking documentation and seeking relevant approvals	
<b>MONITORING</b>					
Telecommunications Intelligence Unit (TIU) provides independent monitoring of product	TIU screens Legal Professional Privilege content	TIU screens corruption and misconduct content	TIU screens other sensitive content	TIU releases appropriate content to authorised and compliance trained ACC investigation teams	
<b>DISCLOSURE AND COMMUNICATION</b>					
Operational Manager approval required for ACC staff to access TIA product	Communication is subject to statutory restrictions. Disclosures must be recommended by Manager, checked by Legal officer and approved by CEO (or SES delegate)	All use and communication of TIA product recorded in logs	Logs checked by operational team leader or Legal officer	Independent compliance team checks logs and disseminations	
<b>PROSECUTION/EVIDENTIARY REQUIREMENTS</b>					
Investigation team obtains appropriate approvals for product to be used in evidence	Investigation team makes written request for product to be prepared	The Languages and Communications Evidence Team (LanCET) prepares product ensuring it excludes Legal Professional Privilege and other sensitive content as appropriate	LanCET prepares and quality checks ACC evidentiary certificates to support product	LanCET obtains carrier evidentiary certificates	LanCET provides brief packages to requesting officer
<b>REPORTING - AGD/COMMONWEALTH OMBUDSMAN</b>					
Warrant applicant completes effectiveness report, and use and communication log	ACC Legal officer or operational team leader checks content and accuracy of report and log	Independent compliance specialist checks the content and accuracy of report and log	AGD issued with report	Cwth Ombudsman checks all warrant records and content of reports twice yearly, and reports on compliance to the Parliament	Agency implements and monitors best practice and recommendations made by Cwth Ombudsman
<b>DESTRUCTION</b>					
Electronic Product Monitoring Centre maintains master recordings	Compliance team coordinates periodic review of product no longer required for a permitted purpose	Compliance team obtains destruction approvals from operational team leaders and CEO (or delegate)	Compliance team conducts centralised physical destruction of TIA product no longer required for a permitted purpose		

EXCELLENCE IN COMPLIANCE