

**For information
9 August 2006**

Legislative Council Panel on Security

Interception of Communications and Surveillance Ordinance

Implementation

Introduction

This paper sets out, in response to Members' request, an update on the implementation of the Interception of Communications and Surveillance Ordinance (the Ordinance) further to the discussion of the Panel on Security at its meeting on 31 July 2006.

Implementation

2. The Interception of Communications and Surveillance Bill (the Bill) was passed by the Legislative Council on 6 August 2006. The Ordinance was gazetted on 9 August 2006 and has come into effect from the same day. The following lists some of the main steps taken to put the new regime in place.

(a) Appointments

3. The Chief Executive, on the recommendation of the Chief Justice, has appointed The Honourable Mr Justice Woo Kwok-hing as the Commissioner on Interception of Communications and Surveillance (the Commissioner) under section 39 of the Ordinance. He has also appointed, again on the recommendation of the Chief Justice, three Panel Judges – The Honourable Mr Justice Pang Kin-kee, The Honourable Mr Justice Suffiad Azizul Rahman and The Honourable Mr Justice Andrew Chung On-tak – under section 6 of the Ordinance.

4. Separately, the heads of the law enforcement agencies (LEAs) have also designated the authorizing officers under section 7 of the Ordinance, and reviewing officers for the purpose of section 56 of the Ordinance.

(b) Code of practice

5. The Secretary for Security has issued the code of practice under section 63 of the Ordinance, attached at Annex.

(c) Detailed operational procedures

6. The LEAs have worked out the detailed operational procedures for submitting various applications and for making reports to the relevant authority under the Ordinance. Where the relevant authority is a Panel Judge, the steps have also been agreed with the Judiciary. These steps include, for example, how to contact the relevant authority, the format in which the applications should be made, the arrangements for submitting applications and collecting determinations etc. They follow the principles set out in the Ordinance and the code of practice.

(d) Support for the Commissioner

7. The Commissioner's Secretariat has started work. All staff will be accountable to the Commissioner in their day-to-day operation, and the Security Bureau will only be offering a housekeeping service. Pending the identification of suitable permanent accommodation in private premises, the Secretariat is temporarily accommodated in Southorn Centre.

(e) Support for Panel Judges

8. All the support staff for the Panel Judges are already in place to facilitate the Panel Judges' work. They are accountable to the Judiciary Administrator in their day-to-day work.

(f) Training for officers

9. Prior to the passage of the Bill, we were already keeping the LEAs closely informed of the progress of the Bill and amendments proposed. We also prepared the draft code of practice in close consultation with them. Initial training sessions started before the passage of the Bill. With the enactment of the Ordinance, the training will continue to ensure that all officers involved in the application process are fully briefed on the new statutory requirements. In addition, officers providing backend support, for example, those responsible for safekeeping the relevant records that are required to be kept under the Ordinance, have also been briefed on the steps involved for ensuring compliance with the Ordinance.

(g) Announcement within Administration

10. We have also issued a circular within the Administration to announce to all officers the commencement of the Ordinance, and to remind them of the need to ensure compliance with the Ordinance at all times.

11. We will keep the implementation of the Ordinance under close review.

Security Bureau
9 August 2006

Interception of Communications and Surveillance Ordinance

Code of Practice

**Pursuant to Section 63 of the Interception of Communications
and Surveillance Ordinance**

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GENERAL

This Code of Practice (this “Code”) is issued under section 63 of the Interception of Communications and Surveillance Ordinance (the “Ordinance”) to provide practical guidance to officers of the departments listed in Parts 1 and 2 of Schedule 1 to the Ordinance. Under the Ordinance, non-compliance with this Code constitutes non-compliance with the “relevant requirements” of the Ordinance¹, and has to be reported to the Commissioner on Interception of Communications and Surveillance (the Commissioner). Officers are reminded to comply with this Code at all times.

2. Any non-compliance with this Code and other relevant requirements should be brought to the attention of the management of the department without delay². Depending on the circumstances of the case, the relevant officer may be subject to disciplinary action or the common law offence of misconduct in public office, in addition to the full range of existing law.

3. Unless the context otherwise requires, the interpretation of terms used in this Code should follow that set out in the Ordinance.

Balancing the “needs of public security or of investigation into criminal offences”, and freedoms and rights.

4. Article 30 of the Basic Law (BL 30) provides that –

“[t]he freedom and privacy of communication of Hong Kong residents shall be protected by law. No department or individual may, on any grounds, infringe upon the freedom and privacy of communication of residents except that the relevant authorities may inspect communication in accordance with legal procedures to meet the needs of public security or of investigation into criminal offences.”

5. Other provisions in Chapter III of the Basic Law protect other rights and freedoms. The underlying principle of the Ordinance is that any interference with any such rights and freedoms by the covert operations authorized and conducted under the Ordinance must be necessary for and

¹ “Relevant requirement” means any applicable requirement under any provision of the Ordinance, the code of practice or any prescribed authorization or device retrieval warrant concerned.

² Please see paragraphs 9 and 166 to 167 below.

proportionate to the purposes that such operations seek to achieve. These purposes are defined in section 3 of the Ordinance. For further guidance, see the part on Conditions for Issue, Renewal or Continuance of Prescribed Authorization below.

Prohibition

6. Under the Ordinance, all public officers are prohibited from carrying out any interception, either directly or indirectly (whether through any other person or otherwise), unless –

- (a) the interception is carried out pursuant to a prescribed authorization under the Ordinance;
- (b) the interception is of telecommunications transmitted by radiocommunications (other than mobile phones); or
- (c) the interception is authorized under any other enactment³.

7. Similarly, all public officers are prohibited from carrying out any covert surveillance, either directly or indirectly (whether through any other person or otherwise), unless the surveillance is carried out pursuant to a prescribed authorization under the Ordinance.

8. This Code sets out practical guidance for prescribed authorizations in respect of interception and covert surveillance referred to in paragraphs 6(a) and 7 respectively.

9. Law enforcement officers are also reminded to observe the requirements of the prescribed authorization fully in carrying out operations under the Ordinance, and nothing should be done in excess of what is authorized. Should any officer discover that any interception or covert surveillance is being or has been carried out without the authority of a prescribed authorization, it should be stopped immediately, followed by a report to the management of the department as soon as reasonably practicable. For guidance on situations where an operation is regarded as being or has been

³ Operations authorized under other enactments include, for example, the examination of postal packets held in the custody of the Post Office empowered under section 35 of the Import and Export Ordinance (Cap. 60); the search, reading and stoppage of mail in respect of inmates empowered under rules 47A, 47B and 47C of the Prison Rules (Cap. 234, sub. leg. A); and the control over the communications of inmates of mental hospitals with outsiders under the Mental Health Regulations (Cap. 136, sub. leg. A).

carried out without the authority of a prescribed authorization, see paragraph 142. The head of department should cause a report on any such irregularity to the Commissioner to be made.

INTERCEPTION OF COMMUNICATIONS

10. The interpretation of the relevant terms such as “postal interception”, “telecommunications interception” and “intercepting act” is set out in section 2(1) of the Ordinance. As regards “data produced in association with the communication” in section 2(6) of the Ordinance, it includes such data as the telephone numbers of the caller and recipient, and other data that identify the source and recipient of communication (e.g. fax number or email address). The capture of such information without accessing the actual message of the communication during the course of transmission would still be regarded as interception. However, the obtaining of records, e.g. call records and telephone bills, after the communication has been transmitted, is not an intercepting act. Records of this type of information may be obtained by search warrant.

COVERT SURVEILLANCE

11. The interpretation of relevant terms such as “covert surveillance” and “surveillance device” is set out in section 2(1) of the Ordinance. Some related concepts are elaborated below.

12. The term “private information” should be given a broad interpretation, covering any information about a person’s private and family life, including his personal relationship with others and activities of a professional or business nature.

13. A person has a reasonable expectation of privacy if (a) he, by his conduct, has exhibited a subjective expectation of privacy, that is, he has shown that he seeks to preserve something as private; and (b) his subjective expectation of privacy is one that society is prepared to recognize as reasonable, that is, the expectation, viewed objectively, is justifiable under the circumstances⁴.

14. The following factors may be relevant in assessing whether an individual’s privacy expectation is reasonable or not –

⁴ See Hong Kong Law Reform Commission (LRC) Report on *Civil Liability for Invasion of Privacy* (2004), para. 6.26

- (a) the place where the intrusion occurs (e.g., whether or not the place is open to public view);
- (b) the object and occasion of the intrusion (e.g., whether it interferes with the private life of the individual);
- (c) the means of intrusion employed and the nature of any device used; and
- (d) the conduct of the individual prior to or at the time of the intrusion (e.g., whether the individual has taken any steps to protect his privacy)⁵.

15. The following provides further guidance in respect of covert surveillance with listening devices and optical surveillance devices.

Surveillance using listening devices

16. With regard to covert surveillance using a listening device, one of the factors that may be relevant in determining whether there is a reasonable expectation of privacy in respect of a communication is whether the communication would be audible to someone who is not a party to such communication, such as a passer-by, without the use of a sense-enhancing device. If not, the parties may reasonably expect privacy in their communication.

17. A person may reasonably expect that his communications would not be listened to or recorded by persons other than those who could hear the communications without the aid of a device. This is the case whether the communications take place in a public place or private premises. It should be noted that the expectation to be free from surveillance using a listening device is distinct from the expectation to be free from optical surveillance. A person can be visible to the public without forfeiting his right to the privacy of his communications. Persons having dinner in a restaurant have a reasonable expectation of privacy in relation to their conversations if the conversations are not audible to other members of the public patronizing the restaurant without the aid of a listening device, even though the restaurant is a public place.

⁵ For more details, see LRC Report *Privacy : The Regulation of Covert Surveillance* (2006), para. 2.43.

18. Conversely, a person speaking loudly from private premises may not have a reasonable expectation of privacy in respect of the words spoken, if these words can be heard without the aid of a device by persons outside the premises.

19. In considering whether a proposed surveillance operation with a listening device would intrude into a person's reasonable expectation of privacy and require authorization under the Ordinance, officers should consider carefully the circumstances of the operation, taking into account the factors in paragraph 14 above. Officers should only decide that the operation does not require authorization under the Ordinance if it is clear that the operation would not intrude into the person's reasonable expectation of privacy throughout the operation. This would cover the case, for example, of a person making a public speech in a public place, if the operation only seeks to monitor or record that public speech. Conversely, if the operation is also designed to capture that speaker's conversations with fellow speakers which is outside the hearing range of the audience, that part of the operation may intrude into the reasonable expectation of privacy of the speakers.

Optical surveillance

20. One of the factors that may be relevant in determining whether a person has a reasonable expectation of privacy with respect to covert surveillance carried out with the use of an optical surveillance device is whether the person's activities in question would be visible to other persons such as passers-by, without the use of a sense-enhancing device.

21. Accordingly, a person does not normally have a reasonable expectation of privacy in respect of optical surveillance when he is in an area open to the view of the general public. More specifically, under section 2(2) of the Ordinance, "*a person is not regarded as being entitled to a reasonable expectation of privacy ... in relation to any activity carried out by him in a public place*"

22. In general, a person is likely to have a reasonable expectation of privacy if he has secluded himself in private premises, such as his home or office. However, where the individual is in plain view (for example, he is right before an open window) and is visible to the naked eyes of passers-by, an officer may observe the individual's activities without infringing the latter's privacy, whether the observation is done with his naked eyes or a pair of

ordinary binoculars. However, an individual standing before an open window would not be visible to the naked eye if, for example, he is in private premises on top of an isolated high-rise building or facing the open sea. In such circumstances, that individual would have a reasonable expectation to be free from being observed by others with their naked eyes. If an operation aims to observe or record that individual's activities using a sense-enhancing device (e.g. a long-range electronic optical surveillance device), it may intrude into his reasonable expectation of privacy.

23. As noted in paragraph 19 above in relation to listening devices, officers formulating a proposed operation with an optical device should think through the circumstances of the operation, taking into account the factors in paragraph 14 above. Bearing in mind that an individual's reasonable expectation to be free from optical surveillance may change with changes in circumstances as discussed in paragraph 22 above, officers should only decide that the operation does not require authorization under the Ordinance if it is clear that the operation would not intrude into the person's reasonable expectation of privacy throughout the operation.

24. When in doubt, officers should seek legal advice as to whether a person is entitled to a "reasonable expectation of privacy" in the particular circumstances in question.

25. As noted in paragraph 21, under section 2(2) of the Ordinance, a person is not regarded as being entitled to a reasonable expectation of privacy in relation to any activity carried out by him in a public place. However, this does not affect any reasonable expectation of privacy that he may have in relation to words spoken, written or read by him in a public place. In other words, a person writing a letter in a public place may still be entitled to a reasonable expectation of privacy in respect of the content of the letter.

26. Under the Ordinance, the term "public place" is defined to mean any premises which are a public place as defined in section 2(1) of the Summary Offences Ordinance (Cap. 228), but does not include any such premises that are intended for use by members of the public as a lavatory or as a place for taking a bath or changing clothes. According to section 2(1) of Cap. 228, "*public place includes all piers, thoroughfares, streets, roads, lanes, alleys, courts, squares, archways, waterways, passages, paths, ways and places to which the public have access either continuously or periodically, whether the same are the property of the Government or of private persons.*" Section 2(2)

of Cap. 228 further provides that “(w)here no specific description is given of the ownership of any property, the word ‘property’ shall be taken to apply to all such property of the kinds specified, whether owned by the Government, by a public department or by a private person.” Since “premises” is defined in the Ordinance to include any conveyance, “public place” may include a means of transport made available to the public.⁶

Type 1 and Type 2 Surveillance

27. The Ordinance specifies two types of covert surveillance – “Type 1 surveillance” and “Type 2 surveillance”. The interpretation of these two terms is set out in section 2(1) of the Ordinance.

28. The distinction between Type 1 and Type 2 covert surveillance reflects the different degrees of intrusiveness into the privacy of those who are subject to the surveillance. Type 2 surveillance covers “participant monitoring” situations where the words or activities of the target of surveillance are being listened to, monitored by or recorded by someone (using a listening device or optical surveillance device) whom the target reasonably expects to be so listening or observing. It also covers situations where the use of an optical or tracking device does not involve entry onto premises without permission or interference with the interior of conveyance or object, or electronic interference with the device, without permission. Any covert surveillance other than Type 2 surveillance is Type 1 surveillance.

29. Any covert surveillance which is otherwise Type 2 surveillance is regarded as Type 1 surveillance if it is likely that any information which may be subject to legal professional privilege (LPP) will be obtained by carrying it out.

30. “Permission” for the entry onto any premises means permission, either implied or express, and either general or specific, granted by the lawful owner or occupant of the premises, as appropriate, whether with conditions or not. No permission for entry is required where the premises are public places to which members of the public have access. Permission for the interference with a conveyance or object means permission, either implied or express, and

⁶ Examples of “public places” under Cap. 228 are: (a) the pedestrian walkway inside a commercial complex (*HKSAR v 蔡就昌* (*Choi Chau Cheung*, HCMA 380/2004); (b) the podium at the Golden Bauhinia Square outside the HK Convention and Exhibition Centre (*HKSAR v Lau San Ching* [2003] 2 HKC 378). Where the public may have access to the common area of a public housing estate and use it as a thoroughfare, the area would fall within the definition of “public place” under Cap 228. However, the common parts of a building would not be considered as a public place if access is restricted to the occupiers and their licensees or invitees.

either general or specific, given by the lawful owner or the person having the right to exclusive use of the conveyance or object. A permission for entry obtained by deception is not regarded as permission.

31. As regards “surveillance device”, apart from the four classes of device set out in the Ordinance, the Ordinance provides that further classes of device may be prescribed by regulation made under section 66 of the Ordinance.

PRESCRIBED AUTHORIZATIONS

32. A prescribed authorization under Part 3 of the Ordinance will provide lawful authority for departments specified in Schedule 1 to the Ordinance to carry out interception of communications or covert surveillance.

Relevant Authority

33. The relevant authority for authorizing prescribed authorizations will vary, depending on whether the prescribed authorization is for interception of communications, Type 1 surveillance or Type 2 surveillance, and whether the authorization applied for is an emergency authorization or not. The “relevant authority” for considering applications for prescribed authorizations is as follows –

(a) Interception and Type 1 Surveillance

- any panel judge.

(b) Type 2 Surveillance

- the authorizing officer designated by the respective head of the departments listed in Part 2 of Schedule 1 to the Ordinance. For the purpose, notwithstanding the minimum rank (senior superintendent of police or equivalent) set out in the Ordinance, only officers at or above the following ranks may be so designated –

- (i) in relation to the Customs and Excise Department, a member of the Customs and Excise Service at or above the rank of Chief Superintendent;

- (ii) in relation to the Hong Kong Police Force, a police officer at or above the rank of Chief Superintendent;
- (iii) in relation to the Immigration Department, a member of the Immigration Service at or above the rank of Senior Principal Immigration Officer ; or
- (iv) in relation to the Independent Commission Against Corruption, an officer of its Operations Department at or above the rank of Principal Investigator.

(c) Emergency Authorization

- the head of a department⁷.

34. For executive authorizations, in no case should –

- (a) the authorizing officer be directly involved in the investigation of the case covered by the application for authorization;
- (b) the applying officer be the same person as the authorizing officer; or
- (c) the authorizing officer be involved in formulating the application.

Conditions for Issue, Renewal or Continuance of Prescribed Authorization

35. Section 3 of the Ordinance sets out the conditions for the issue or renewal, or the continuance, of a prescribed authorization for interception of communications or covert surveillance.

36. Section 2(1) of the Ordinance defines the term “serious crime”. In relation to interception, serious crime means any offence punishable by a maximum sentence of not less than 7 years’ imprisonment. In respect of covert surveillance, serious crime means any offence punishable by a maximum sentence of not less than 3 years’ imprisonment or a fine of not less than HK\$1,000,000. The serious crime threshold is no more than an initial screen. Officers must be satisfied that the conditions in section 3 are met in the circumstances of the case regarding the particular serious crime before

⁷ For the purpose of the Ordinance, the head of department includes the deputy head of department.

submitting an application. It should be noted that the word “particular” in section 3 and other relevant provisions in the Ordinance seeks to make clear that any application for authorization must specify a “specific” serious crime or threat to public security.

37. The determination of what constitutes a threat to Hong Kong’s public security is highly fact-based. Possible examples of such threats include activities connected with the illicit trafficking of weapons of mass destruction, terrorism related activities, human trafficking, etc. Schedule 3 of the Ordinance requires an assessment of the impact, both direct and indirect, of the particular threat to the security of Hong Kong, the residents of Hong Kong, or other persons in Hong Kong for applications on grounds of public security. In connection with “indirect impact”, this is a recognition of the fact that a threat to Hong Kong’s public security need not be direct, and may be grounded in events which are distant but may indirectly harm Hong Kong’s public security. It is the general understanding of the international community that the security of a jurisdiction may depend on the security of other jurisdictions. For example, the threats mentioned above may happen in one jurisdiction but could have an adverse impact on the security of another. Advocacy, protest or dissent (whether in furtherance of a political or social objective or otherwise), unless likely to be carried on by violent means, is *not* of itself regarded as a threat to public security. Grounds for believing that violent means are likely must be included in an application involving such activities. “Violence” does not cover minor scuffles or minor vandalism, etc. Furthermore, any applications for authorization must comply with the following statement made by the Secretary for Security during the Second Reading Debate of the Interception of Communications and Surveillance Bill on 2nd August 2006 - *“Law enforcement agencies will under no circumstances undertake surveillance operations under the Bill on grounds of public security to achieve a political objective. ... The powers under the Bill after its passage will not be used for investigation of criminal offences that are yet to be created under Article 23 of the Basic Law.”*

38. The key concept underlying section 3 of the Ordinance is the necessity and proportionality tests, which the various provisions in the section seek to embody⁸. In determining whether the operation is necessary and proportionate, the department has to:

⁸ Paragraphs 3.21 and 3.22 of the LRC Report on *Privacy: the Regulation of Covert Surveillance* elaborate on the proportionality test, the key points of which have been reflected in the provisions of section 3 of the Ordinance. Officers may wish to refer to the Report for further reference.

- (a) balance the immediacy and gravity of the particular serious crime or threat and the likely value and relevance of the information likely to be obtained against the intrusiveness of the operation;
- (b) consider whether other less intrusive means are available; and
- (c) consider other matters that are relevant in the circumstances.

39. The proportionality test involves balancing the intrusiveness of the operation on the subject and others who may be affected by it against the need for the operation.

40. Whenever possible, a less intrusive means should be used instead – for example, if the same objective can be achieved by a Type 2 surveillance instead of a Type 1 surveillance, or by overt means such as search warrants or court orders, the Type 2 surveillance or overt means respectively should be used as they are generally less intrusive to privacy.

41. An application for interception or covert surveillance which is likely to result in the acquisition of information subject to LPP should only be made in exceptional circumstances with full justifications. Full regard should be paid to the particular proportionality issues that such an operation would raise. The application must include an assessment of how likely it is that such privileged information will be obtained. For more details about the measures that should be put in place to protect such privileged information, see the part on “Protection of LPP information” below.

42. As regards the other relevant matters that may be taken into consideration by the relevant authority, they include the rights and freedoms guaranteed by Chapter III of the Basic Law (such as freedom of speech and of the press, freedom of assembly, of procession and of demonstration, the right to confidential legal advice, the right to protection against intrusion into a person’s home or other premises, and the freedom and privacy of communications).

43. As interception or covert surveillance may interfere with the privacy of persons other than the subject, it is necessary for the officer making the application to carry out a risk assessment of collateral intrusion and consider ways of minimizing such interference. Officers involved in the application and determination of prescribed authorizations should pay particular attention to

this concern when considering whether the necessity and proportionality tests in section 3 of the Ordinance would be met.

APPLICATION PROCEDURES

General Rules

44. The applicant for all applications to be made under the Ordinance should not be lower in rank than inspector of police or equivalent, and should be conversant with the facts of the case.

45. Apart from the information required to be provided under the Ordinance, all information known to the applicant to be relevant to the determination of an application should be provided in the affidavit or affirmation for the relevant authority to make a balanced decision. Where the particulars of previous applications are required to be provided, the determinations made in respect of such applications should also be included. The information provided should be sufficiently detailed to facilitate consideration on the basis of the written submission alone, if the relevant authority so decides. All applications except oral applications should be made in writing, and should be signed by the applicant. In this connection, officers are reminded that in no case should they wilfully make a false statement in the affidavit, affirmation or statement required to be provided under the Ordinance, or provide information which is misleading in a material particular (i.e. of a kind which might affect the decision). It is an offence to wilfully make a false statement in an affidavit, affirmation or statement, and an authorization obtained on the basis of such false information might be determined to be invalid and any operation based on the authorization might be determined to have been conducted without the authority of an authorization in the circumstances described in paragraph 142.

46. If a previous application relating to the same operation has already been refused, an officer must not submit another application for the same authorization unless there has been a material change in circumstances or there is additional information to support the application.

47. In assessing the duration of authorization or renewal to apply for, officers should carefully consider the circumstances of the case, and specify a period which is reasonable and justifiable. The term "period" may refer to either a specified time duration, or by reference to the occurrence of a specified event. In any event, the period cannot exceed the maximum statutory period.

48. In exercising the powers under prescribed authorizations, officers shall maintain proper records to account for their actions.

49. To enable the relevant authority to consider applications in context, the supporting affidavit / affirmation or statement in writing must specify clearly what types of interception or covert surveillance are involved. As far as possible, specific details should be provided. For example, in the case of interception, the application should specify whether it is proposed to undertake postal interception or telecommunications interception and, in the latter case, whether the interception is of telephone conversations, emails, fax transmissions, etc. In the case of covert surveillance, the application should indicate the types of surveillance device (optical surveillance, listening, etc.) proposed to be used. The identifying details of the communications or activities to be intercepted or put under surveillance should also be provided as far as they are known to the applicant. These details include, for example, the address of the subject of postal interception, the telephone number of the subject of the line to be intercepted and the location at which the surveillance device will be used or will target.

50. For the same investigation or operation, a single application may cover more than one subject. This is possible if the individuals concerned are involved in the same crime or threat and it is necessary to monitor their communications or activities during the same period of time. In applying for authorization covering such specified subjects, the applicant should make an assessment on the proportionality and necessity tests having regard to the case of each of these subjects. However, separate applications may also be made at different times for the same case during its investigation or operation to take into account developments, for example, the identification of another suspect. A separate application should be made for different investigations or operations.

Issue of Judge's Authorizations

51. This part applies to applications for the issue or renewal of a prescribed authorization for carrying out interception of communications or Type 1 surveillance, in accordance with Division 2 of Part 3 of the Ordinance. The relevant authority for granting authorization for such applications is the panel judge.

Application for Judge's Authorization for Interception or Type 1 Surveillance

52. Upon obtaining an approval from a directorate officer of the

department concerned, an officer of the department may apply to a panel judge for the issue of a judge's authorization for interception or Type 1 surveillance. The application shall be made in writing as per the format at **COP-1** at **Annex**.

53. The application shall be supported by an affidavit / affirmation of the applicant detailing the facts which are relied upon to obtain the judge's authorization. The affidavit / affirmation must contain the relevant information set out in Parts 1 or 2 of Schedule 3 to the Ordinance (as the case may be). The affidavit / affirmation should as far as possible be sworn / affirmed before one of the assistants to the panel judges, or the panel judges themselves, in order to protect the confidentiality of the information involved.

Determination of Application for Judge's Authorization by the Panel Judge

54. The panel judge will deliver in writing his determination⁹, and will deliver the determination and the certified copy of the application, the affidavit / affirmation and other supporting documents submitted with the application to the applicant.

Duration of Judge's Authorization

55. Section 10 of the Ordinance provides for the duration of a judge's authorization. Paragraph 47 above is relevant.

Renewal of Judge's Authorizations

56. If a judge's authorization in force has to be renewed, a renewal application must be made before the authorization ceases to have effect. A judge's authorization may be renewed more than once.

Application for Renewal of Judge's Authorization

57. Upon obtaining an approval from a directorate officer of the department, an officer of the department concerned may apply to a panel judge for renewal of the authorization. The application shall be made in writing as per the format at **COP-2** at **Annex**, and shall be supported by the documents set out in section 11(2) of the Ordinance (including a copy of the judge's authorization sought to be renewed, copies of all affidavits / affirmations

⁹ The panel judge may consider the application in such manner as he considers appropriate. Where the panel judge decides to hold a hearing in respect of the application, it will be held in private and the panel judge will arrange for the hearing to be audio-taped, or will cause the information to be recorded in writing. The officer should also make a note of the hearing to record the directives given by the panel judge.

provided for the purposes of any previous applications in relation to the issue or renewal of the judge's authorization, as well as an affidavit / affirmation of the applicant containing the information set out in Part 4 of Schedule 3 to the Ordinance).

58. Other detailed arrangements in respect of the affidavit / affirmation as set out in paragraph 53 above apply. Any renewal of the same authorization for more than five times should be reported to the Commissioner.

Determination of Renewal of Judge's Authorization

59. The panel judge will deliver in writing his determination, and will deliver the determination and the certified copy of the application, the affidavit / affirmation and other supporting documents submitted with the application to the applicant.

Duration of Renewal of Judge's Authorization

60. Section 13 of the Ordinance provides for the duration of a renewal of a judge's authorization. Paragraph 47 above is relevant.

Issue of Executive Authorizations

61. This part applies to applications for issue or renewal of a prescribed authorization for Type 2 surveillance in compliance with Division 3 of Part 3 of the Ordinance.

62. The relevant authority for considering such applications is the authorizing officer designated by the head of a department of a rank as stipulated in paragraph 33(b) above.

Applying for Type 1 authorization for Type 2 surveillance

63. Section 2(4) of the Ordinance provides that an officer may apply for the issue or renewal of a Type 2 surveillance authorization as if the Type 2 surveillance were Type 1 surveillance, and the provisions of the Ordinance relating to the application and the prescribed authorization apply to the Type 2 surveillance as if it were Type 1 surveillance. Officers should consider making an application for Type 1 authorization if the operation would involve both Type 1 and Type 2 surveillance, thus obviating the need to apply for two separate authorizations for the same operation.

64. In addition, special circumstances of a Type 2 surveillance

operation may render it particularly intrusive, e.g –

- there is a likelihood that contents of journalistic material may be obtained; or
- an electronic optical surveillance device is proposed to be directed at a person inside premises from outside those premises in circumstances where the person has taken measures to protect his privacy such that, were it not for the use of that device, he would not be observable by a person outside the premises.

In such situations, consideration should be given to applying for a Type 1 authorization instead.

Application for Issue of Executive Authorization

65. An application for executive authorization shall be made in writing and supported by a statement in writing made by the applicant detailing the facts which are relied upon to obtain the executive authorization (**COP-8 at Annex**). The statement should contain the relevant information set out in Part 3 of Schedule 3 to the Ordinance. A sample checklist as to the types of information that may need to be included is at **COP-9 at Annex**.

66. Should the case involve participant monitoring in Type 2 surveillance, the consent of the participating party, unless he is an officer of a department, should be obtained prior to the operation taking place, which, where practicable and without causing risks to the safety of the party concerned or prejudicing the operation, should be in writing, and this should be so indicated in the application.

Determination of Application for Executive Authorization by the Authorizing Officer

67. The authorizing officer may seek additional information from the applying officer as he deems appropriate. In such case, he shall record the additional information in writing, if it is not provided in written form. After considering the application, the authorizing officer shall deliver in writing his determination (**COP-10 or COP-11 at Annex**).

68. In considering an application, an authorizing officer must be satisfied that the conditions for issuing the authorization set out in section 3 of the Ordinance (see paragraphs 35 to 43 above) are all met. The particular

intrusiveness of the operation because of the nature of the information that may be obtained (such as journalistic material), the identity of the subject (such as lawyers or paralegals), etc. may be relevant (paragraph 64 above). In particular, special attention should be paid to the assessment of the likelihood that information which may be subject to LPP will be obtained. If LPP information is likely to be obtained through the proposed operation, an application for Type 1 authorization from a panel judge should be made (paragraph 29 above).

Duration of Executive Authorization

69. Section 16 of the Ordinance provides for the duration of an executive authorization. Paragraph 47 above is relevant.

Renewal of Executive Authorization

70. If an executive authorization in force has to be renewed, a renewal application must be made before the executive authorization ceases to have effect. An executive authorization may be renewed more than once.

Application for Renewal of Executive Authorization

71. An officer of the department concerned may apply to an authorizing officer of the department for renewal of executive authorization. The application shall be made in writing as per the format at **COP-12** at **Annex**. The application is to be supported by the documents set out in section 17(2) of the Ordinance (including a copy of the executive authorization sought to be renewed, copies of all statements provided for the purposes of any previous applications in relation to the issue or renewal of the executive authorization, as well as a statement in writing by the applicant containing the information set out in Part 4 of Schedule 3 to the Ordinance). A sample checklist of the information that may need to be provided is at **COP-13** at **Annex**.

72. Other arrangements in respect of the statement as set out in paragraph 65 above apply. Any renewal of the same authorization for more than five times should be reported to the Commissioner.

Determination of Application for Renewal of Executive Authorization

73. The authorizing officer shall deliver in writing his determination (**COP-14** or **COP-15** at **Annex**).

Duration of Renewal of Executive Authorization

74. Section 19 of the Ordinance provides for the duration of a renewal of an executive authorization. Paragraph 47 above is relevant.

Emergency Authorizations

75. This part applies to applications for emergency authorizations for the carrying out of interception of communications or Type 1 surveillance under Division 4 of Part 3 of the Ordinance. The head of the department (including the deputy head) is vested with the authority to issue emergency authorizations under specified circumstances.

Application for Emergency Authorization

76. Section 20 of the Ordinance provides that an officer of a department may apply to the head of the department for the issue of an emergency authorization for interception or Type 1 surveillance under the specified circumstances. It refers to, inter alia, the terms “imminent risk”, “substantial damage” and “vital evidence”. What constitutes such risk, damage or evidence depends much on the circumstances of each case. In general terms, an “imminent” risk is a very near and impending risk. For example, if there is reliable intelligence indicating that the event will take place within a matter of a few hours, it is imminent. “Substantial” damage is damage which is large in amount, or extent. “Vital” evidence is evidence which is necessary or very important in supporting a case. For example, the destruction of a weapon used in a murder would constitute loss of vital evidence. The applying officer should be satisfied that the gravity of the case justifies the emergency authorization.

77. Officers are reminded that an application for emergency authorization should only be made if it is not reasonably practicable in the circumstances to apply for a judge’s authorization, even by oral application. It should only be used as a last resort. A judge’s authorization should be applied for whenever it is reasonably practicable to do so.

78. Unless the oral application procedures set out in paragraph 89 below apply, the application for emergency authorization shall be in writing (**COP-20** at **Annex**) and supported by a statement in writing made by the applicant detailing the facts which are relied upon to obtain the emergency authorization. See sample checklist at **COP-9** at **Annex** for reference as to the

types of information that may need to be included. The statement must contain the information set out in Part 1 or 2 of Schedule 3 to the Ordinance (as the case may be) in respect of affidavit / affirmation required for judge's authorization.

Determination of Application for Emergency Authorization

79. The head of the department shall deliver in writing his determination (**COP-21** or **COP-22** at **Annex**). He shall not issue the emergency authorization unless he is satisfied that the emergency conditions (see paragraph 76) and the conditions for issuing the authorization set out in section 3 of the Ordinance (see paragraphs 35 to 43 above) are all met.

Duration of Emergency Authorization

80. Section 22 of the Ordinance provides for the duration of an emergency authorization. Paragraph 47 above is relevant. In addition, the exact time when the emergency authorization begins to have effect should be specified, i.e., it should include the date and time.

Application for Confirmation of Emergency Authorization

81. The Ordinance provides that where any interception or Type 1 surveillance is carried out pursuant to an emergency authorization, the head of the department concerned shall cause an officer of the department to apply to a panel judge for confirmation of the emergency authorization as soon as reasonably practicable, and in any event within the period of 48 hours beginning with the time when the emergency authorization is issued, irrespective of whether the operation has been completed or not. Unless directed otherwise, the application for confirmation should be made by the same officer who has applied for the emergency authorization..

82. The application should be made in writing (**COP-3** at **Annex**). And apart from a copy of the statement in writing made under section 20(2)(b) of the Ordinance for the purposes of the application for the issue of the emergency authorization (see paragraph 78 above), it should also be supported by the documents set out in section 23(2) of the Ordinance (including a copy of the emergency authorization, as well as an affidavit / affirmation of the applicant which is to verify the contents of the above-mentioned statement for the purposes of the application for the issue of the emergency authorization).

83. It is essential that all application for confirmation of an authorization be made within 48 hours of the issue of the emergency

authorization. Section 23(3) of the Ordinance provides that in default of any application being made for confirmation of the emergency authorization within the 48 hours, the head of the department concerned shall –

- “(a) *cause the immediate destruction of any information obtained by carrying out the interception or Type 1 surveillance concerned; and*
- (b) *.....submit to the Commissioner a report with details of the case.”*

In this connection, “information” includes all products as well as any other information obtained by carrying out the operation.

84. To ensure compliance with the requirement to apply for confirmation within the 48-hour limit, heads of departments should put in place arrangements for emergency authorizations to be closely tracked, and that their personal attention be brought to any failure to comply with the requirement to apply for confirmation within 48 hours.

85. Any failure to apply for confirmation of an authorization is a grave irregularity and will be viewed most seriously. Apart from the destruction of information obtained by carrying out the operation (including products and any other information derived therefrom), the head of the department concerned shall cause a report to be made to the Commissioner without delay on the irregularity, with an explanation of the remedial action taken or to be taken to deal with the case in question and to prevent recurrence. The Commissioner is required under the Ordinance to conduct a review on the case. He may give notice to the target of the operation if the operation has been carried out without authority.

Determination of Application for Confirmation of Emergency Authorization

86. Under the Ordinance, the panel judge will not confirm the emergency authorization unless he is satisfied that section 21(2)(b) of the Ordinance has been complied with in the issue of the emergency authorization. The panel judge will deliver his determination in writing.

87. Where the panel judge refuses to confirm the emergency authorization in its totality, he may make one or more of the orders set out under section 24(3) of the Ordinance. The relevant head of department shall ensure that the necessary arrangements are in place to implement the order(s) made.

In this connection, “information” in section 24(3) has the same meaning as set out in paragraph 83.

88. Where the emergency authorization is revoked, it shall cease to have effect from the time of the revocation. An emergency authorization may not be renewed. If necessary, an application to continue the interception or Type 1 surveillance in question may be made at the same time when making the application for confirmation of an emergency authorization.

Oral Applications

89. This part applies to oral applications for the issue of a judge’s authorization, an executive authorization or an emergency authorization, and for renewal of judge’s authorization or executive authorization, under Division 5 of Part 3 of the Ordinance¹⁰.

Oral Application for Prescribed Authorizations

90. An application for the issue or renewal of a prescribed authorization under the Ordinance may be made orally, if the applicant considers that it is not reasonably practicable, having regard to all the circumstances of the case, to make the application in accordance with the relevant written application provisions, but it is still practicable to make an oral application to the same relevant authority as for a written application. For example, in an urgent case involving serious bodily harm, although there is not enough time to have the supporting affidavit / affirmation in writing to be prepared, it may still be practicable for an officer to appear before a panel judge to make an oral application for an authorization to carry out interception. Another example is where the written statement has been prepared, but the applicant cannot appear before the authorizing officer in person due to, say, very adverse weather conditions or bad road conditions but may contact him by telephone. Such an oral application could be justified if the operation is time-critical and cannot wait until the weather or road conditions return to normal. Also, if arrangements have to be made for the applicant to take part in a participant monitoring Type 2 surveillance operation that has to be carried out very soon and he cannot afford the time to submit a written application due to the urgency of the case, an oral application may be made.

¹⁰ As oral application is not available to device retrieval warrants, this part does not apply to applications for such warrants. Application for confirmation of emergency authorizations may not be made orally either.

91. The oral application procedures under the Ordinance should only be resorted to in exceptional circumstances and in time-critical cases where the normal written application procedures cannot be followed.

92. Where an oral application is made, the information required to be provided for the purposes of the application may be provided orally and accordingly any requirement as to the making of any affidavit / affirmation or statement in writing does not apply. For the purpose of the Ordinance, “*an application is regarded as being made orally if it is made orally in person or made by telephone, video conferencing or other electronic means by which words spoken can be heard (whether or not any part of the application is made in writing)*”.

93. Where an oral application is made, the relevant authority may deliver orally his determination and, where applicable, give the reason for the determination orally.

94. Panel judges will audio-record the proceedings of oral applications made to them, or, in cases where recording is not practicable, make a written record of the applications. The applicant should also make a note of the proceedings. For executive authorizations and emergency authorizations, the authorizing officer should make a written record of the oral application and his determination with sufficient details to enable checking against the application for confirmation of the authorization.

Application for Confirmation of Prescribed Authorization or Renewal Issued or Granted upon Oral Application

95. The Ordinance provides that where, as a result of an oral application, the prescribed authorization or renewal sought under the application has been issued or granted, the head of the department concerned shall cause an officer of the department to apply to the same relevant authority for confirmation of the prescribed authorization or renewal as soon as reasonably practicable, and in any event within the period of 48 hours beginning with the time when the prescribed authorization or renewal is issued or granted. Unless directed otherwise, the original applicant of the oral application should make the application for confirmation.

96. The application shall be made in writing and shall be supported by the documents set out in section 26(2) of the Ordinance. Apart from a record in writing containing all the information that should have been provided to the

relevant authority in writing under the application form, it should also include an affidavit / affirmation or statement in writing (as the case may be) which is to verify all information provided orally during the initial oral application, as well as a record in writing setting out the determination delivered orally in respect of the initial oral application. In case of any discrepancy in the records made by the relevant authority and the applicant, the decision as to which version to adopt would rest with the relevant authority.

97. The application documents for confirmation of judge's authorization, executive authorization and emergency authorization granted in respect of oral applications are set out respectively at **COP-5, COP-16 and COP-4** at **Annex**. It is essential that an application for confirmation be made within 48 hours. Otherwise, similar considerations as in paragraphs 83 to 85 above apply.

Determination of Application for Confirmation of Prescribed Authorization or Renewal Issued or Granted upon Oral Application

98. After considering an application for confirmation of an executive authorization or its renewal granted upon oral application, the authorizing officer should deliver in writing his determination (**COP-17** or **COP-18** at **Annex**).

99. The Ordinance provides that the relevant authority shall not confirm the prescribed authorization or renewal unless he is satisfied that the relevant conditions provision as defined under section 27 of the Ordinance¹¹ has been complied with in the issue or granting of the prescribed authorization or renewal (see paragraphs 35 to 42 above).

100. When the relevant authority refuses to confirm the prescribed authorization or renewal in its totality, he may make one or more of the orders set out in section 27(3) of the Ordinance. The head of department shall ensure that the necessary arrangements are in place to implement the order(s) made. In this connection, "information" in section 27(3) has the same meaning as set out in paragraph 83.

101. Where the prescribed authorization or renewal is revoked, the prescribed authorization or renewal shall cease to have effect from the time of the revocation.

¹¹ Meaning section 9(2), 12(2), 15(2), 18(2) or 21(2)(b), as the case may be.

Special Case of Emergency Authorization Issued as a result of Oral Application

102. For confirmation of an emergency authorization issued as a result of an oral application, an application has to be made to the head of the department concerned for confirmation of the emergency authorization pursuant to section 26 of the Ordinance. This would then need to be followed by a separate application to a panel judge for confirmation of the emergency authorization pursuant to section 23 of the Ordinance in accordance with the procedures set out in paragraphs 81 to 88.

103. To obviate the need for two separate applications to be made as described above, section 28 of the Ordinance sets out special arrangements regarding the confirmation of an emergency authorization issued as a result of an oral application directly to a panel judge. This procedure should be followed in normal circumstances, i.e. only one application for confirmation from the panel judge should be made. The applicant should prepare an application as per the format at **COP-4** at **Annex** and an affidavit / affirmation. The application should be made in writing and supported by the documents set out in section 28(1)(b) of the Ordinance (broadly similar to those set out in paragraph 96 above). Other arrangements regarding the application for confirmation of emergency authorization, and the determination of such an application, as set out in paragraphs 81 to 88 are applicable.

Implementation Aspects

What a prescribed authorization authorizes

104. A prescribed authorization for interception may be address-based (section 29(1)(a)(i) of the Ordinance), service-based (section 29(1)(b)(i)) or subject-based (section 29(1)(a)(ii) and (b)(ii)).

105. A subject-based authorization for interception allows the interception of telecommunications made to or from any telecommunications service that the subject is using, or is likely to use, or the interception of postal communications made to or by him, as the case may be. In the case of telecommunications interception, this caters for situations where the telecommunications service that the subject is using or is reasonably expected to use is either not known at the time of the application for the authorization or is likely to change during the course of the operation. In the case of postal interception, this caters for situations where the postal address of the subject is either not known at the time of the application for the authorization or is likely

to change during the course of the operation.

106. An applicant should make the best endeavors to first establish the telecommunications service or postal address that are known to be used by the subject and apply for a service-based or address-based authorization as far as possible. If need be, a subject-based cum service- or address-based authorization may be applied for. An application for a subject-based authorization should only be made with strong justifications where other means of investigation, including service-based interception authorization, have been tried and have failed or have been considered and are either not available or are not suitable in the circumstances of a particular case. The applicant must state in the application why he believes that the subject will likely change the telecommunications service or postal address frequently.

107. For subject-based authorizations for interception, the inclusion of any new telephone number, email address, postal address etc. that the subject is using or is reasonably expected to use for carrying out the authorized interception operations may only be done with the approval of an officer not below the rank equivalent to that of a senior assistant commissioner of police, and only when there is reasonable ground to believe that the subject is using or is reasonably expected to use the telephone number, email address, postal address etc. The requirement “is using or reasonably expected to use” means that it would be inappropriate to include a telecommunications service or postal address the subject may only use incidentally. The reason for including the telecommunications service or postal address on the list should also be documented and submitted with the application for approval by the senior departmental officer for inclusion. The head of department should ensure that arrangements are made to keep a proper record on the identifying details of the communications intercepted for a subject-based authorization.

108. Similarly, it is incumbent on the same responsible officer to keep under review the list of included telecommunication service etc., with a view to deleting from the list any telecommunication service or address etc. that the subject is no longer using or is not reasonably expected to use. Again the deletion and the reason should be properly recorded.

109. A prescribed authorization for covert surveillance may be premises-based (section 29(2)(a) of the Ordinance), object-based (section 29(2)(b)) or subject-based (section 29(2)(c)).

110. A subject-based authorization for covert surveillance caters for

situations where the subject has to be kept under close observation for a continuous period, or the place(s) where he is or is likely to be are likely to change, or it is not known at the time of application for authorization where the subject is or is likely to be.

111. Even though there is a subject-based authorizations for covert surveillance, Type 1 surveillance may only be carried out on premises when there is reasonable ground to believe that the subject is or is likely to be on the premises. The head of department should ensure that arrangements are made to keep a proper record of the premises on which Type 1 surveillance is carried out under a subject-based authorization.

112. A prescribed authorization, other than an executive authorization, may contain terms that authorize the doing of anything reasonably necessary to conceal any conduct authorized or required to be carried out under the prescribed authorization. And if it is reasonably necessary for the execution of the prescribed authorization, it may also contain terms that authorize the interference with any property (whether or not of any person who is the subject of the interception or covert surveillance concerned). An applicant should set out as clearly as possible the concealment or interference with property sought to be authorized.

113. A prescribed authorization, other than an executive authorization, may also contain terms that require any person specified in the prescribed authorization (whether by name or by description) to provide to any of the officers of the department concerned such reasonable assistance for the execution of the prescribed authorization as is specified in the prescribed authorization. The person from whom such assistance is sought should be given reasonably sufficient time and explanation to understand the assistance that he has to provide, and be given a detailed explanation in case he has any doubt on being shown a copy of the prescribed authorization. It is important to obtain the assistance through cooperation and understanding to protect the confidentiality of the operation.

114. Sections 29(6) and (7), and 30 of the Ordinance cover other matters which are essentially incidental to the authorization. Nonetheless, officers are reminded that any such conduct should only be confined to the extent that it is necessary for the execution of a prescribed authorization. Undertaking any conduct that is more than necessary for the execution of the authorization would not be covered by the authorization, and the officer performing such conduct

may not be immune from civil or criminal liability.

Protection of LPP information

115. As with all other law enforcement actions, departments shall in no case knowingly seek to obtain information subject to LPP in undertaking covert operations authorized under the Ordinance. Indeed, the Ordinance seeks to minimize the risk of inadvertently obtaining information subject to LPP during such operations. Section 31 prohibits the carrying out of interception or covert surveillance in a lawyer's office, residence and other relevant premises in the circumstances described in that section unless exceptional circumstances exist. Examples of relevant premises include interview rooms of courts, prisons, police stations and other places of detention where lawyers regularly provide legal advice to their clients.

116. Officers should therefore take extreme care when approaching possible applications that concern the premises and/or telecommunications services used by a lawyer. A risk assessment must be conducted if the interception or covert surveillance may acquire information subject to LPP. In this connection, officers are reminded that LPP is not lost if a lawyer is properly advising a person who is suspected of having committed a criminal offence. Unless they are fully satisfied that the exceptional circumstances under section 31 of the Ordinance exist, officers should not make an application for an authorization targeting these premises and telecommunications services. In all such exceptional cases, a judge's authorization must be obtained even if the operation sought to be carried out would otherwise be a Type 2 surveillance operation under normal circumstances.

117. Any information that is subject to LPP will remain privileged notwithstanding that it has been inadvertently obtained pursuant to a prescribed authorization. Dedicated units separate from the investigation team shall screen out information protected by LPP, and to withhold such information from the investigators. The only possible exception to this arrangement of initial screening by separate dedicated units is in operations involving participant monitoring where, for the safety or well-being of the participants participating in the conversation (including the victims of crimes under investigation, informers or undercover officers), or in situations that may call for the taking of immediate arrest action, there may be a need for the investigators to listen to the conversations in real time. In such circumstances, it will be specified in the application to the relevant authority, who will take this into account in deciding

whether to issue an authorization and, if so, whether any conditions should be imposed. After such an operation, investigators monitoring the operations will be required to hand over the recording to the dedicated units, who will screen out any information subject to LPP before passing it to the investigators for their retention. The Commissioner should be notified of operations that are likely to involve LPP information as well as other cases where LPP information has been obtained inadvertently. On the basis of the department's notification, the Commissioner may, *inter alia*, review the information passed on by the dedicated units to the investigators to check that it does not contain any information subject to LPP that should have been screened out.

118. To ensure compliance with the requirements above, an officer at the level of assistant commissioner of police or equivalent or above shall cause random checks to be conducted on the materials provided by the dedicated units to the investigators, to see if any materials containing information subject to LPP have been provided to the investigators.

119. Where, further to the issue or renewal of a prescribed authorization, the officer designated for the purpose of section 58(1) of the Ordinance for the operation concerned becomes aware that the subject of the operation has been arrested, he should assess the effect of the arrest on the likelihood that any information which may be subject to LPP will be obtained by continuing the operation and report to the relevant authority.

120. On receiving the report, the relevant authority should revoke the prescribed authorization if he considers that the conditions for the continuance of the prescribed authorization are no longer met.

121. Any information subject to LPP should be destroyed and no records of it should be kept in any form – in the case of a prescribed authorization for a postal interception or covert surveillance, not later than 1 year after its retention is not necessary for the purposes of any civil or criminal proceedings before any court that are pending or are likely to be instituted; and in the case of a prescribed authorization for a telecommunications interception, as soon as reasonably practicable. In no case should any such LPP information be used for any other purposes. (See also paragraph 158 below.)

122. In the case of postal interception or covert surveillance, if the defendant enjoying the privilege wishes the record of the communication to be used as evidence, he can waive his privilege and ask the prosecutor to produce it. In the case when the client is not a defendant in the court proceedings, or is one

of several defendants, if those defendants who do not enjoy the benefit of the privilege seek access to the LPP material, the prosecutor will refuse disclosure of this part of the covert surveillance or postal interception product to them should the client not waive his privilege.

123. Where there is any doubt as to whether any information subject to LPP has been obtained or about the handling or dissemination of information consisting of matters subject to legal privilege, legal advice should be sought.

Care in implementation

124. The safety of any device to be used, including its possible hazardous effects to health, should be carefully assessed before deployment. Any surveillance device with harmful effects on the health of either officers or the subjects of surveillance should not be used. And should any condition be set by a health authority for the use of a surveillance device, it should be drawn to the attention of officers. In no case should surveillance devices be implanted in, or administered to, a person without his prior consent.

125. Officers are reminded that a prescribed authorization may be issued or renewed subject to conditions. Where any conditions are imposed, officers must take care to ensure that they are observed in executing the authorization. Officers must also act within the terms of the authorization, and should not interfere with property unnecessarily. For example, in the case of a postal interception, the authorization would only cover the examination of the packet. Insertion of any objects into the postal packet concerned is not allowed unless the object is a tracking device in which case an authorization for the use of such a device should be separately applied for. Permanent removal of any of the contents from the packet is also not allowed. See also paragraph 9.

126. There should be suitable control mechanisms in respect of operations under the Ordinance to guard against possible abuse. For example, in the case of postal interception, the examination should be carried out either in the presence of another party (such as postal officers), or by at least two officers of the department, one being a supervisory staff at the rank of Inspector or above. Officers should ensure that a report to record details of the examination is completed and duly signed by officers carrying out or witnessing the examination. Such report should be made available for inspection by the Commissioner.

127. Officers in charge of the operation should also take extra care in

planning operations that involve sensitive premises or situations, such as bathrooms or toilets where a higher level of privacy may be expected, and tailor their operations accordingly.

128. Reasonable force should only be used if it is necessary for carrying out a prescribed authorization and should be kept to the minimum required.

129. The same minimization principle applies to any interference with property. While a prescribed authorization may authorize interference with property, this is allowed only to the extent incidental to and necessary for the implementation of the authorization. Officers should at all times ensure that such interference and any damage that might be caused to property is kept to the absolute minimum. In the event that any unavoidable damage is caused to property, all efforts must be made to make good the damage. This is necessary to minimize any interference with property right, and is also essential for preserving the secrecy of the operations. In any case of damage, a report should be made to the Commissioner on the remedial action that has been taken to make good the damage and, if the damage cannot be made good, the reasons. Explanation should also be provided if no compensation is offered under the latter situation. The Commissioner may make a report to the Chief Executive under section 50 of the Ordinance or make a recommendation to the department concerned under section 52 of the Ordinance in respect of such cases. Where claims for damages from parties whose property has been interfered with in carrying out a prescribed authorization are received by the department concerned, they should be handled in the same manner as other cases arising from any law enforcement operations.

Device Retrieval Warrant

130. As a matter of policy, surveillance devices should not be left in the target premises after completion or discontinuance of the operation, in order to protect the privacy of the individuals affected and the covert nature of the operation. A prescribed authorization already authorizes the retrieval of a surveillance device within the period of authorization, and surveillance devices should be retrieved during the period of authorization. However, it is accepted that in some cases it may not be reasonably practicable to retrieve the device before the end of the authorization. Retrieval of the device may not be practicable, for example, where an object to which a device is attached has been taken out of Hong Kong. As a general rule, after the expiry of the authorization, unless it is not reasonably practicable to retrieve the device, an

application must be made for a device retrieval warrant if the device has not yet been retrieved. In all cases, at the expiration of the authorization, the officer-in-charge of the operation should take all reasonably practicable steps as soon as possible to deactivate the device or to withdraw any equipment that is capable of receiving signals or data that may still be transmitted by a device if it cannot be deactivated.

131. Any decision of not applying for a device retrieval warrant where the device has not been retrieved after the expiry of an authorization should be endorsed by an officer at the directorate rank and a report on the decision, together with the reasons and steps taken to minimize possible intrusion into privacy by the device, should be submitted to the Commissioner. The Commissioner may then carry out a review based on the information provided and reasons advanced.

General Rules

132. The general rules on the application for issue and renewal of authorizations as set out paragraphs 44 to 50 are applicable to the application for device retrieval warrant.

Application for Device Retrieval Warrant

133. Section 33 of the Ordinance applies to the application for device retrieval warrants.

134. The application shall be made in writing (**COP-6 at Annex**). The application shall be supported by a copy of the prescribed authorization, and an affidavit / affirmation containing information specified in Schedule 4 to the Ordinance, in particular an assessment of the impact (if any) of the retrieval on any person and the need for the retrieval.

Duration of Device Retrieval Warrant

135. Section 35 of the Ordinance provides for the duration of a device retrieval warrant. Paragraph 47 above is relevant.

General Provisions of Device Retrieval Warrant

136. Sections 36 and 37 of the Ordinance set out what the warrant authorizes. If it is necessary to carry out any concealment or interference with property for retrieval, this should be specified in the application so that it could

be so authorized. While no specific authorization for other incidental conduct set out in section 37 of the Ordinance is required, officers are reminded that the conduct must be necessary for and incidental to carrying out the warrant. Otherwise the conduct would not be covered by the warrant. Officers are also reminded that a device retrieval warrant does not authorize the further use of the device and the enhancement equipment concerned after completion or discontinuance of the operation.

SAFEGUARDS

INDEPENDENT OVERSIGHT AUTHORITY

Functions of the Commissioner

137. The Commissioner plays an important oversight role under the Ordinance. The functions of the Commissioner are to oversee the compliance by departments and their officers with the relevant requirements under the Ordinance. To enable the Commissioner to exercise his oversight, he is given the power to access any documents and require any person to answer any questions, for the purpose of carrying out his functions. Such documents or questions include those relating to the prescribed authorizations or the applications for the issue or renewal of prescribed authorizations. The Commissioner may also require any officer of the department to prepare a report on any case of interception or covert surveillance handled by the department. All officers are reminded of the critical importance of providing as much assistance to the Commissioner as possible, and of cooperating with him fully. Any failure to comply with the requests of the Commissioner under his power would be viewed most seriously, and the officer concerned will be liable to disciplinary actions.

Reviews by the Commissioner

138. The Commissioner may conduct reviews under a number of situations :

- (a) review of any case or procedure of departments for the purpose of overseeing compliance with the relevant requirements;
- (b) reviews of cases in respect of which a report has been submitted to him concerning the failure to apply for

confirmation of an emergency authorization, the failure to apply for confirmation of a prescribed authorization or renewal issued or granted upon an oral application, or in general any failure to comply with any relevant requirement of the Ordinance;

- (c) reviews of reports from departments relating to operations in which materials consisting of LPP information have been obtained, damage to properties has been caused, or devices have not been retrieved after expiry of an authorization; and
- (d) other reviews as he considers necessary on compliance by departments and their officers with the relevant requirements.

139. The Commissioner will notify the head of the department concerned of the findings of his reviews and may refer these findings to the Chief Executive, the Secretary for Justice or any panel judge or all of them.

140. On receiving the Commissioner's findings, the head of the department concerned should cause a report to be submitted to the Commissioner with details of any measures taken by the department to address any issues identified in the findings as soon as reasonably practicable, or within the period specified by the Commissioner. These measures include, inter alia, disciplinary actions and those at the various stages of the disciplinary process.

Examinations by the Commissioner

141. A person may apply to the Commissioner for an examination under section 43 of the Ordinance. Since the applicant would not be required to "prove" his allegation, it is important for a department to cooperate fully with the Commissioner in carrying out his examination (see paragraph 143).

142. The Commissioner will conduct an examination applying the principles applicable by a court on an application for judicial review to determine whether the alleged operation has been carried out without the authority of a prescribed authorization. The term "without the authority of a prescribed authorization" covers a number of scenarios, e.g. –

- (a) if there has been an operation for which the department should have applied for an authorization but has not in fact done so, i.e. there is no prescribed authorization at all;

- (b) if there has been an authorization but it does not confer the proper authority for the operation, including where the operation is beyond the terms contained in the authorization, for example –
 - (i) the operation has been carried out on a person, telephone number or address not intended to be covered by the authorization; or
 - (ii) a higher level of authorization should have been applied for; or
- (c) if there has been an authorization but it is invalid, for example,
 - (i) there has been material procedural impropriety in making the application; or
 - (ii) information that was available and that was likely to have affected the determination as to whether to issue the authorization was not provided to the relevant authority.

143. It will be up to the Commissioner to decide how to go about his examination. Officers are reminded to afford the maximum cooperation and assistance to the Commissioner to facilitate his examination. Any failure of a department or its officer to comply with the requirement made by the Commissioner may result in disciplinary actions and the incident may be reported to the Chief Executive.

144. As required by the Ordinance, the Commissioner would not carry out or proceed with an examination and make any determination further to the examination if any relevant criminal proceedings are pending or are likely to be instituted, until the proceedings have been finally determined or disposed of, or, in case of criminal proceedings likely to be instituted, until they are no longer likely to be instituted. Arrangements should be in place to ensure that the Commissioner is informed of any of the above situations, when it comes to the knowledge of a department that the Commissioner is examining a case.

145. Should the Commissioner find a case in the applicant's favour, he would notify the applicant as long as doing so would not be prejudicial to the prevention or detection of crime or the protection of public security.

Departments must bring to the Commissioner's attention all relevant factors to facilitate his making of a decision in this regard. On being informed of the Commissioner's determination in favour of the applicant, the head of the department concerned must ensure that a report be made to the Commissioner detailing the reasons for the conduct without authority and what steps he has taken (including any disciplinary action in respect of any officer) in respect of the case in particular and to prevent future recurrence in general.

146. If the Commissioner determines that the interception or covert surveillance has been carried out without authority but decides not to give notification for the reason that the prevention or detection of crime or the protection of public security would be prejudiced, there would be a continuing duty upon him to review from time to time whether continued non-notification is justified. To assist the Commissioner in this aspect, the head of the department concerned shall cause a regular report at least on a quarterly basis to be submitted to the Commissioner to facilitate his determination of whether continued non-notification is justified. The final decision of when to notify rests with the Commissioner.

Notification by the Commissioner

147. Under section 48(1) of the Ordinance, if the Commissioner considers that there is any case in which any interception or covert surveillance has been carried out by an officer of a department on a subject without the authority of a prescribed authorization, the Commissioner would give notice to the subject. Similar requirements and arrangements as for examinations by the Commissioner apply. Again, the decision as to whether to notify rests with the Commissioner.

REGULAR REVIEWS BY DEPARTMENTS

148. The head of the department shall make arrangements to keep under regular review, at least on a quarterly basis, the compliance by officers of the department with the relevant requirements under the Ordinance, i.e., the provisions of the Ordinance, this Code and the prescribed authorizations or device retrieval warrants. The reviews may consist of audit checks of past and live cases as well as theme-based targeted reviews regarding, for example, the handling of applications, keeping of records, and reports to the Commissioner. Any non-compliance identified shall be reported to the Commissioner in accordance with section 54 of the Ordinance.

149. The head of department shall also designate a reviewing officer under section 56(2) of the Ordinance to keep under review the performance by the authorizing officers of any function under the Ordinance. This reviewing officer should be at least a rank higher than the officer for approving the making of applications for judge's authorization and the authorizing officer under the Ordinance. In practice, therefore, the reviewing officer should be at the rank of assistant commissioner of police or equivalent or above. The reviewing officer should, as far as practicable, be an officer who is or was not directly involved in the investigation or operation in question.

DISCONTINUANCE OF INTERCEPTION OR COVERT SURVEILLANCE

150. If an officer conducting reviews under section 56(1) or section 56(2) of the Ordinance is of the opinion that the ground for discontinuance of a prescribed authorization exists, he shall as soon as reasonably practicable after forming the opinion, cause the interception or covert surveillance concerned to be discontinued. In practice, this would mean that the officer should inform the officer of the department concerned who is for the time being in charge of the interception or covert surveillance of his decision, and the latter should so comply.

151. An officer must be assigned to be in charge of a covert operation for the purpose of section 57(2) of the Ordinance. Arrangements should be in place to ensure that he is made aware of the relevant information and developments that may constitute the ground for discontinuance.

152. The officer for the purpose of section 57(2) of the Ordinance –
- (a) should, as soon as reasonably practicable after he becomes aware that the ground for discontinuance of the prescribed authorization exists, cause the interception or covert surveillance to be discontinued; and
 - (b) may at any time cause the interception or covert surveillance to be discontinued.

153. Where any interception or covert surveillance has been discontinued, the officer who has caused the discontinuance shall, as soon as reasonably practicable after the discontinuance, cause a report on the discontinuance and the ground for the discontinuance to be forwarded to the same relevant authority to whom an application under the Ordinance for the

issue or renewal of the prescribed authorization concerned has last been made, for revocation of the prescribed authorization concerned.

154. A ground for discontinuance of an operation under a prescribed authorization exists if the conditions for the continuance of the prescribed authorization under section 3 of the Ordinance are not met. In considering whether the conditions are not met, the officer concerned should take into account information that is available at the time of the review. Situations that may require discontinuance of operation could include, for example, the relevant purpose of the prescribed authorization has been achieved, the emergence of new information indicating that there is no further need for the operation, all the information sought has already been obtained etc. In the case of a telecommunications interception or Type 1 surveillance operation, where the degree of intrusion into the privacy of persons unconnected with the investigation has reached a level beyond what was originally envisaged in the application for authorization, it could render the continuance of the operation disproportionate to the purpose sought and hence discontinuance is required.

155. For covert surveillance operations, a device retrieval warrant should also be applied for at the same time as the report on discontinuance where the device has not yet been retrieved, unless it is not reasonably practicable to retrieve the device (in which case a report would need to be submitted to the Commissioner (see paragraphs 130 to 131)). The officer-in-charge of the operation should, at the same time, take all reasonably practicable steps as soon as possible to deactivate the device or to withdraw any equipment that is capable of receiving signals or data that may still be transmitted by a device if it cannot be deactivated.

156. The forms for reporting on the discontinuance of an operation under a prescribed authorization are set out respectively at **COP-7**, **COP-19** and **COP-23** at **Annex**.

SAFEGUARDS FOR PROTECTED PRODUCTS

157. Where any protected product¹² has been obtained pursuant to any prescribed authorization, the head of the department should make arrangements to ensure that the requirements in section 59 of the Ordinance are satisfied.

¹² Copies of protected products are subject to the same protection requirements as those for the products themselves under the Ordinance. "Copy" is defined to include any copy, extract or summary of the contents.

158. As pointed out in paragraph 121 above, where any protected product contains any information that is subject to LPP, the head of the department concerned should ensure that any part of the protected product that contains such information –

- (a) in the case of a prescribed authorization for a postal interception or covert surveillance, is destroyed not later than 1 year after its retention ceases to be necessary for civil or criminal proceedings before any court that are pending or are likely to be instituted; or
- (b) in the case of a prescribed authorization for a telecommunications interception, is as soon as reasonably practicable destroyed.

159. Owing to the sensitive nature of interception or covert surveillance operations, any unauthorized disclosure of information on these operations may seriously infringe the privacy of the persons concerned as well as jeopardize the specific investigation or operation. To protect privacy and ensure the integrity of classified operations, details of each operation should only be made known on a strict “need to know” basis.

160. Departments should, on the basis of their mode of operation, set up system(s) to document the information obtained from operations authorized under the Ordinance, with restricted access to the different types of information depending on the confidentiality level, and keep a proper paper trail on access, disclosure and reproduction.

161. The Ordinance provides that any relevant telecommunications interception product is not admissible in evidence in any proceedings before any court other than to prove that a relevant offence (e.g. under the Telecommunications Ordinance (Cap. 106) or Official Secrets Ordinance (Cap. 521)) has been committed.

162. Notwithstanding the general non-admissibility policy, section 61(4) of the Ordinance provides for disclosure of “*any information obtained pursuant to a relevant prescribed authorization and continuing to be available to the department concerned [that] might reasonably be considered capable of undermining the case for the prosecution against the defence or of assisting the case for the defence.*” To ensure that this is observed, departments should require officers concerned in the telecommunications interception operations to

look out for and, where appropriate, report on such materials that may be exculpatory. In case of doubt, legal advice should be sought.

RETENTION OF RECORDS

163. Each department should maintain a central registry to keep the records associated with applications for prescribed authorizations and related matters.

164. The central registry plays an important role to ensure that a complete record is kept and to facilitate the work of the Commissioner and internal reviews. To protect the confidentiality of the information kept, it is essential that strict access control be implemented. The established requirements for physical security protection, access control and “need to know” principle should be complied with. Each head of department must also ensure that audit trails are kept for all instances of access.

165. Section 60 of the Ordinance sets out a number of record keeping requirements. These records should be kept by the central registry. Should the officer-in-charge of the registry suspect any irregularity in access requests, he should immediately report it to the management of the department.

ENSURING COMPLIANCE

166. Officers who fail to comply with the provisions of the Ordinance, the provisions of this Code or the terms and conditions of the authorization or device retrieval warrant concerned would be subject to disciplinary action or, depending on the case, the common law offence of misconduct in public office, in addition to continuing to be subject to the full range of existing law. Each department should therefore ensure that officers who may be involved in the application for, or determination of and execution of matters covered by the Ordinance are fully briefed on the various requirements. Refresher briefings should be arranged as and when this Code is updated or after an important review by the Commissioner or the reviewing officer that may be of general reference value. All non-compliance, and the remedial measures, should be reported to the Commissioner.

167. Each department should appoint an officer to answer questions from the department’s officers regarding compliance with this Code and, more generally, all the relevant requirements. Should there be suggestions from departments as to how this Code may be revised to ensure better compliance,

they should be brought to the attention of the Security Bureau.

168. This Code, and future revisions thereof, will be gazetted for general information.

* * * * *

Secretary for Security
August 2006

LIST OF PRESCRIBED FORMS

Prescribed Forms for submission to Panel Judge

Fresh Application – interception / Type 1 surveillance

COP-1 Application for an authorization for interception / Type 1 surveillance (section 8(1))

Renewal Application – interception / Type 1 surveillance

COP-2 Application for renewal of an authorization for interception / Type 1 surveillance (section 11(1))

Confirmation of emergency authorization for interception / Type 1 surveillance

COP-3 Application for confirmation of an emergency authorization for interception / Type 1 surveillance (section 23(1))

Confirmation of emergency authorization for interception / Type 1 surveillance issued upon oral application

COP-4 Application for confirmation of an emergency authorization for interception / Type 1 surveillance issued upon oral application (section 23(1) and section 28(1))

Confirmation of an authorization for interception / Type 1 surveillance issued / the renewal of an authorization for interception / Type 1 surveillance granted upon oral application

COP-5 Application for confirmation of an authorization for interception / Type 1 surveillance issued / the renewal of an authorization for interception / Type 1 surveillance granted upon oral application (section 26(1))

Application for a device retrieval warrant

COP-6 Application for a device retrieval warrant (section 33(1))

Report on the discontinuance of interception / Type 1 surveillance carried out under a prescribed authorization

COP-7 Report on the discontinuance of interception / Type 1 surveillance carried out under a prescribed authorization (section 57(3))

Prescribed Form for submission to/use by Authorizing Officer

Fresh Application – Type 2 surveillance

COP-8 Application for an executive authorization for Type 2 surveillance (section 14(1))

COP-9 Statement in writing in support of an application for an executive authorization for Type 2 surveillance (section 14(2))

COP-10 Executive authorization for Type 2 surveillance (section 15(1)(a))

COP-11 Refusal of application for an executive authorization for Type 2 surveillance (section 15(1)(b))

Renewal Application – Type 2 surveillance

COP-12 Application for renewal of an executive authorization for Type 2 surveillance (section 17(1))

COP-13 Statement in writing in support of an application for renewal of an executive authorization for Type 2 surveillance (section 17(2))

COP-14 Renewal of executive authorization for Type 2 surveillance (section 18(1)(a))

COP-15 Refusal of application for renewal of an executive authorization for Type 2 surveillance (section 18(1)(b))

Confirmation of executive authorization / renewal of executive authorization issued upon oral application

COP-16 Application for confirmation of an executive authorization for Type 2 surveillance issued / the renewal of an executive

authorization for Type 2 surveillance granted upon oral application (section 26(1))

COP-17 Confirmation of an executive authorization for Type 2 surveillance issued / the renewal of an executive authorization for Type 2 surveillance granted upon oral application (section 27(1)(a) and (5)(a))

COP-18 Refusal of application for confirmation of an executive authorization for Type 2 surveillance issued / the renewal of an executive authorization for Type 2 surveillance granted upon oral application (section 27(1)(b) and (5)(b))

Report on the discontinuance of Type 2 surveillance

COP-19 Report on the discontinuance of Type 2 surveillance carried out under an executive authorization (section 57(3))

Prescribed Forms for submission to/use by Head of Department

Emergency Application – interception / Type 1 surveillance

COP-20 Application for an emergency authorization for interception / Type 1 surveillance (section 20(1))

COP-21 Emergency authorization for interception / Type 1 surveillance (section 21(1)(a))

COP-22 Refusal of application for an emergency authorization for interception / Type 1 surveillance (section 21(1)(b))

Report on the discontinuance of interception / Type 1 surveillance carried out under an emergency authorization

COP-23 Report on the discontinuance of interception / Type 1 surveillance carried out under an emergency authorization (section 57(3))

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 8(1))

APPLICATION FOR AN AUTHORIZATION
FOR INTERCEPTION / TYPE 1 SURVEILLANCE*

This is an application under section 8(1) of the Interception of Communications and Surveillance Ordinance for the issue of an authorization for the interception of a communication transmitted by post / a telecommunications system / Type 1 Surveillance* to be carried out by or on behalf of any of the officers of the **[insert name of department]** (the Department).

This application is made by **[name, rank and post]** of the Department.

This application is supported by an affidavit / affirmation* of the applicant.

Dated this day of .

Signature of Applicant

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 11(1))

APPLICATION FOR RENEWAL OF AN AUTHORIZATION
FOR INTERCEPTION / TYPE 1 SURVEILLANCE*

This is an application under section 11(1) of the Interception of Communications and Surveillance Ordinance for the renewal of an authorization for the interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* to be carried out by or on behalf of any of the officers of the **[insert name of department]** (the Department).

The authorization for which renewal is sought is ICSO No. _____ issued by **[name of panel judge]** J on _____ day of _____ (the authorization).

This application is made by _____ **[name, rank and post]** of the Department.

This application is supported by an affidavit / affirmation* of the applicant, a copy of the authorization sought to be renewed and a copy of the/all* affidavit/s* / affirmation/s* that was / were* provided for the issue of that authorization / and renewal/s* of that authorization .

Dated this _____ day of _____ .

Signature of Applicant

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 23(1))

APPLICATION FOR CONFIRMATION OF AN EMERGENCY
AUTHORIZATION FOR INTERCEPTION / TYPE 1 SURVEILLANCE*

This is an application under section 23(1) of the Interception of Communications and Surveillance Ordinance for confirmation of an emergency authorization for the interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* carried out / to be carried out* by or on behalf of any of the officers of the **[insert name of department]** (the Department).

The emergency authorization for which confirmation is sought was issued by **[name and rank of the Head of Department]** on _____ day of _____ at _____ hours (the emergency authorization).

This application is made by **[name, rank and post]** of the Department.

This application is supported by an affidavit / affirmation* of the applicant and a copy of the emergency authorization.

Dated _____ hours of this _____ day of _____ .

Signature of Applicant

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 23(1) and Section 28(1))

APPLICATION FOR CONFIRMATION OF AN EMERGENCY
AUTHORIZATION FOR INTERCEPTION / TYPE 1 SURVEILLANCE*
ISSUED UPON ORAL APPLICATION

This is an application under section 23(1) of the Interception of Communications and Surveillance Ordinance for confirmation of an emergency authorization issued upon oral application.

The emergency authorization for which confirmation is sought is an emergency authorization for the interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* carried out / to be carried out* by or on behalf of any of the officers of the **[insert the name of department]** (the Department). This emergency authorization was issued by **[name and rank of the Head of Department]** of the Department on _____ day of _____ at _____ hours.

This application is made by **[name, rank and post]** of the Department.

This application is supported by:

- (i) an affidavit / affirmation* of the applicant; and
- (ii) a record in writing:
 - (a) containing all the information that would have been provided under the relevant application provision had the oral application been made in writing; and
 - (b) a record in writing setting out the determination that was orally delivered in respect of that oral application..

Dated _____ hours of this _____ day of _____ .

Signature of Applicant

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 26(1))

APPLICATION FOR CONFIRMATION OF
AN AUTHORIZATION FOR INTERCEPTION /
TYPE 1 SURVEILLANCE ISSUED /
THE RENEWAL OF AN AUTHORIZATION
FOR INTERCEPTION / TYPE 1 SURVEILLANCE GRANTED*
UPON ORAL APPLICATION

This is an application under section 26(1) of the Interception of Communications and Surveillance Ordinance for confirmation of an authorization issued / the renewal of an authorization granted* upon oral application.

The authorization / renewal of the authorization* for which confirmation is sought is an authorization for the interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* carried out / to be carried out* by or on behalf of any of the officers of the **[insert name of department]** (the Department). This is an authorization that was issued / whose renewal was granted* by **[name of panel judge]** J on day of at hours.

This application is made by **[name, rank and post]** of the Department.

This application is supported by:

- (i) an affidavit / affirmation* of the applicant; and
- (ii) a record in writing:
 - (a) containing all the information that would have been provided under the relevant application provision had the oral application been made in writing; and
 - (b) setting out the determination that was orally delivered in respect of that oral application.

Dated hours of this day of .

Signature of Applicant

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 33(1))

APPLICATION FOR A DEVICE RETRIEVAL WARRANT

This is an application under section 33(1) of the Interception of Communications and Surveillance Ordinance for the issue of a device retrieval warrant.

The application is made in respect of a device/devices* authorized to be used under and installed pursuant to a prescribed authorization issued by **[name of panel judge]** J on the day of and numbered ICSO No. .

This application is made by **[name, rank and post]** of **[name of department]**.

This application is supported by an affidavit / affirmation* of the applicant and a copy of the prescribed authorization.

Dated this day of .

Signature of Applicant

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 57(3))

REPORT ON THE DISCONTINUANCE
OF INTERCEPTION / TYPE 1 SURVEILLANCE*
CARRIED OUT UNDER A PRESCRIBED AUTHORIZATION

This is a report under section 57(3) of the Interception of Communications and Surveillance Ordinance on the discontinuance of interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* carried out under a prescribed authorization.

The prescribed authorization under which the discontinued interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* was carried out by or on behalf of any officers of the **[insert name of department]** (the Department) under ICSO No. , which was issued by **[name of panel judge] J** on the day of (the authorization).

The interception / Type 1 surveillance* was discontinued on day of **[date]** at hours **[time]** on the ground that the conditions for its continuance were not met. **[set out details of how the conditions for its continuance were not met]**

This report is made by **[name, rank and post]** of the Department.

Dated this day of .

Signature of Reporting Officer

* Delete as appropriate.

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 14(1))

APPLICATION FOR AN EXECUTIVE AUTHORIZATION
FOR TYPE 2 SURVEILLANCE

This is an application under section 14(1) of the Interception of Communications and Surveillance Ordinance for the issue of an executive authorization for Type 2 Surveillance to be carried out by or on behalf of any of the officers of the **[insert name of department]** (the Department).

This application is made by **[name, rank and post]** of the Department for the determination by **[name, rank and post]**, an authorizing officer of the Department.

This application is supported by a statement in writing of the applicant which is annexed to this application.

Dated this day of .

Signature of Applicant

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 14(2))

STATEMENT IN WRITING IN SUPPORT OF AN APPLICATION
FOR AN EXECUTIVE AUTHORIZATION FOR TYPE 2 SURVEILLANCE

This is the statement in writing of **[insert name, rank and post]** of the **[insert name of department]** (the Department) in support of an application under section 14(1) of the Interception of Communications and Surveillance Ordinance (ICSO) for the issue of an executive authorization for Type 2 surveillance.

Please choose and provide details where appropriate.

1. The Investigation

- (a) File No.:
- (b) Brief facts of the case:

2. The Section 3 ICSO Purpose for the Issue of the Executive Authorization

- (a) The purpose of the Type 2 surveillance is for:
 - preventing or detecting serious crime
 - protecting public security

(b) Particulars of the nature of the serious crime or the threat to public security as mentioned in (a) above are:

alleged offence(s), please specify:

maximum penalty, please specify:

threat to public security, please specify:

(c) The grounds for the reasonable suspicion that any person has been, is, or is likely to be, involved in the specific crime or any activity constituting the particular threat to security as referred to in (b) above:

3. The Type 2 Surveillance for Which Executive Authorization is Sought

(i) *Particulars of the Type 2 Surveillance*

(a) The form of the Type 2 surveillance:
(including the kind(s) of any devices to be used)

(b) If known, whether, during the preceding 2 years, there has been any application for authorization or renewal in which any persons set out in paragraph (iii) (a) below has been identified as the subject of the interception on covert surveillance concerned:
(If positive, state the date of approval or refusal of the previous application and the covered period.)

(c) The proposed duration of the Type 2 surveillance:
(No more than 3 months.)

Anticipated Starting Date: Time:

Anticipated Operation Period -

Finishing Date: Time:

Until the following event takes place or 3 months, whichever is the earlier:

(ii) *Particulars of Where the Type 2 Surveillance is to be Carried Out*

If known, particulars of any premises, including any land or building, conveyance, structure (whether movable or offshore), object or class of

you should relate it back to the investigation so that its relevance to the investigation is apparent.)

The information sought to be obtained from the Type 2 surveillance is:

4. The Section 3 ICSO Proportionality Test

(i) Relevant Factor (a): Immediacy and Gravity of the Crime or Threat

The immediacy and gravity of the serious crime or threat to public security is assessed as follows:

(Note: In the case of a threat to public security, please also provide an assessment of its impact, both direct and indirect, on the security of Hong Kong, the residents of Hong Kong, or other persons in Hong Kong.)

(ii) Relevant Factor (b): Value and Relevance of the Information

The information likely to be obtained by carrying out the Type 2 surveillance is that described in paragraph 3(iv) herein.

(a) The likely value and relevance of the information likely to be obtained is¹:

(b) The benefits likely to be obtained by carrying out the Type 2 surveillance are:

(Note: Examples of the benefits likely to be obtained might be enabling the investigation to progress; acquiring information or evidence not likely to be acquired by other means; enabling the case, the nature of which is grave and, where applicable, needs to be dealt with immediately, to be investigated more speedily; enabling the conduct to be investigated with less risk of harm to officers.)

¹ Describe how, in the circumstances of this specific investigation, the information is likely to be of value and relevant.

(iii) *The Intrusiveness of the Type 2 Surveillance on Any Person*

- (a) The intrusiveness of the Type 2 surveillance on any person who is to be the subject of the Type 2 surveillance is as follows²:

- (b) Assessment of the impact (if any) on persons not being the subject of the Type 2 surveillance but who may be affected by it:
(Note: In addition to assessing the impact, please also describe what the impact will be and any means that could be employed to minimize such impact.)

- (c) The likelihood that information which may be subject to legal professional privilege will be obtained.
(Note: Explain also why such likelihood exists and what measures will be taken to minimize the likelihood of it occurring.)

Whether the office or residence of a lawyer, or other premises ordinarily used by the lawyer and other lawyers for the purpose of provision of legal advice to clients, will be involved in the operation, and if so, the exceptional circumstances justifying the operation :

- (d) The likelihood that the content of any journalistic material will be obtained:
(Note: Explain also why such likelihood exists and what measures will be taken to minimize the likelihood of it occurring.)

² Describe the type of impact of the Type 2 surveillance on the subject and any means that could be used to minimize it.

(iv) *Whether the Purpose Sought to be Furthered Can Reasonably be Furthered by Other Less Intrusive Means?*

(a) Are other less intrusive means of investigation available that could achieve the same result as the Type 2 surveillance?

Yes No

(b) If “Yes” to (a) above, have such other less intrusive means of investigation been attempted?

Yes No

(c) If “No” to (b) above, the reason for not using the other less intrusive means of investigation :

(Note : Explain why in the circumstances such less intrusive means of investigation cannot reasonably further the purpose sought to be furthered.)

(d) What consequences are likely should the Type 2 surveillance not be authorized?

(Note: The consequences might be that the specific law enforcement investigation or operation could be compromised or the safety of the investigating officers or the public could be endangered. Please ensure that you explain why such consequences are likely to occur should the Type 2 surveillance not be authorized.)

5. Applicant’s declaration

The information provided above is true to the best of my knowledge and belief and I provide it knowing that if I wilfully state anything which I know to be false or do not believe to be true, I may be liable to prosecution for a criminal offence.

Signature of Applicant

Name: _____
Rank: _____
Post: _____
Date: _____

Office Tel.: _____
Mobile: _____
Pager: _____

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 15(1)(a))

EXECUTIVE AUTHORIZATION FOR TYPE 2 SURVEILLANCE

An application under section 14(1) of the Interception of Communications and Surveillance Ordinance (the Ordinance) has been made to me, an authorizing officer of the **[insert name of department]** (the Department), for the issue of an executive authorization for Type 2 surveillance to be carried out by or on behalf of any of the officers of the Department.

In support of the application is a statement in writing of the applicant. On the basis of the information contained in that statement in writing I am satisfied that the conditions in section 3 of the Ordinance have been met.

I therefore issue this executive authorization for the following Type 2 surveillance to be carried out:

[insert details of the Type 2 surveillance (including any variations) and conditions imposed under section 32 (if any)]

This executive authorization takes effect from the time of its issue and remains in force for **[please specify a period which should in no case be longer than 3 months from the time when the authorization takes effect]**.

Dated this day of .

Signature of Authorizing Officer

Name / rank / post of Authorizing Officer:

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 15(1)(b))

REFUSAL OF APPLICATION FOR AN EXECUTIVE AUTHORIZATION
FOR TYPE 2 SURVEILLANCE

An application under section 14(1) of the Interception of Communications and Surveillance Ordinance has been made to me, an authorizing officer of the **[insert name of department]** (the Department), for the issue of an executive authorization for Type 2 surveillance to be carried out by or on behalf of any of the officers of the Department.

In support of the application is a statement in writing of the applicant. I hereby refuse the application for the following reasons:

Dated this day of .

Signature of Authorizing Officer

Name / rank / post of Authorizing Officer :

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 17(1))

APPLICATION FOR RENEWAL OF AN EXECUTIVE AUTHORIZATION
FOR TYPE 2 SURVEILLANCE

This is an application under section 17(1) of the Interception of Communications and Surveillance Ordinance for the renewal of an executive authorization for Type 2 Surveillance to be carried out by or on behalf of any of the officers of the **[insert name of department]** (the Department).

The executive authorization for which renewal is sought is ICSO No. _____ and was issued by **[name, rank and post of the authorizing officer]** on _____ day of _____.

This application is made by _____ **[name, rank and post]** of the Department for the determination by _____ **[name, rank and post]**, an authorizing officer of the Department.

This application is supported by a statement in writing of the applicant, a copy of the executive authorization sought to be renewed and a copy of a/all statement/s* in writing that was/were* provided for the purposes of the application for the issue/and renewal/s* of that executive authorization, which are annexed to this application.

Dated this _____ day of _____.

Signature of Applicant

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 17(2))

STATEMENT IN WRITING IN SUPPORT OF AN APPLICATION
FOR RENEWAL OF AN EXECUTIVE AUTHORIZATION
FOR TYPE 2 SURVEILLANCE

This is the statement in writing of **[insert name, rank and post]** of the **[insert name of department]** (the Department) in support of an application under section 17(1) of the Interception of Communications and Surveillance Ordinance (ICSO) for the renewal of an executive authorization for Type 2 surveillance.

Please choose and provide details where appropriate.

1. The Previous Investigation

- (a) File No.:
- (b) Details of an assessment of the value of information so far obtained pursuant to the executive authorization/and or its previous renewal/s*:

2. The Renewal Application

- (a) No. of renewal application(s) sought previously:
(List each occasion(s), as well as date(s) of approval and the duration covered)

(b) Reason for the renewal
(include the expiry date and time of the existing executive authorization and the consequence of not renewing the authorization)

(c) Details of any significant change to the information previously provided for the application for the authorization or renewal

(d) The proposed duration of the renewal:
(no more than 3 months.)

Anticipated Starting Date: Time:

Anticipated Operation Period-

Finishing Date: Time:

Until the following event takes place or 3 months, whichever is the earlier:

(e) The identity of any person other than the subject of the Type 2 surveillance who has not been mentioned in the previous application for the executive authorization or its renewal and who may be affected by it:

Name (Eng): Name (Chn):

HKIC No./Travel Doc. Type No.:

Address:

OR

If the identity of the person is not known, the description of any such person or class of persons:

(f) The intrusiveness of the Type 2 Surveillance on any person other than the subject

- (i) Assessment of the impact (if any) on persons not being the subject of the Type 2 surveillance but who may be affected by it:
(Note: In addition to assessing the impact, please also describe what the impact will be and any means that could be employed to minimize such impact.)

- (ii) The likelihood that information which may be subject to legal professional privilege will be obtained :
(Note: Explain also why such likelihood exists and what measures will be taken to minimize the likelihood of it occurring.)

Whether the office or residence of a lawyer, or other premises ordinarily used by the lawyer and other lawyers for the purpose of provision of legal advice to clients, will be involved in the operation, and if so, the exceptional circumstances justifying the operation :

- (iii) The likelihood that the content of any journalistic material will be obtained:
(Note: Explain also why such likelihood exists and what measures will be taken to minimize the likelihood of it occurring.)

3. Applicant's declaration

The information provided above is true to the best of my knowledge and belief and I provide it knowing that if I wilfully state anything which I know to be false or do not believe to be true, I may be liable to prosecution for a criminal offence.

Signature of Applicant

Name: _____
Rank: _____
Post: _____
Date: _____

Office Tel.: _____
Mobile: _____
Pager: _____

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 18(1)(a))

RENEWAL OF EXECUTIVE AUTHORIZATION
FOR TYPE 2 SURVEILLANCE

An application under section 17(1) of the Interception of Communications and Surveillance Ordinance (the Ordinance) has been made to me, an authorizing officer of the **[insert name of department]** (the Department), for the renewal of an executive authorization for Type 2 surveillance to be carried out by or on behalf of any of the officers of the Department.

The executive authorization for which renewal is sought is ICSO No. _____ issued by _____ on _____ day of _____ (the executive authorization).

In support of the application is a statement in writing of the applicant, a copy of the executive authorization sought to be renewed and a copy of the/all* statement/(s)* in writing that was/were* provided for the purposes of the application for the issue of that executive authorization / and renewal/s* of that executive authorization*. On the basis of the information contained in these documents I am satisfied that the conditions in section 3 of the Ordinance have been met.

I therefore grant the renewal sought under the application. **[insert any variations and conditions imposed under section 32 (if any)]**

This renewal authorization takes effect from **[day after last day of authorization being renewed]** and remains in force **[please specify a period which should in no case be longer than 3 months from the time when the renewal authorization takes effect]**.

Dated this _____ day of _____ .

Signature of Authorizing Officer

Name / rank / post of Authorizing Officer:

* Delete as appropriate

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 18(1)(b))

REFUSAL OF APPLICATION FOR RENEWAL OF
AN EXECUTIVE AUTHORIZATION FOR TYPE 2 SURVEILLANCE

An application under section 17(1) of the Interception of Communications and Surveillance Ordinance has been made to me, an authorizing officer of the **[insert name of department]** (the Department), for the renewal of an executive authorization for Type 2 surveillance to be carried out by or on behalf of any of the officers of the Department.

The executive authorization for which renewal is sought is ICSO No. _____ issued by _____ on _____ day of _____ (the executive authorization).

In support of the application is a statement in writing of the applicant, a copy of the executive authorization sought to be renewed and a copy of the/all statement/(s)* in writing that was/were* provided for the purposes of the application for the issue of that executive authorization / and renewal/s* of that executive authorization*.

I hereby refuse to grant the renewal for the following reasons:

Dated this _____ day of _____ .

Signature of Authorizing Officer

Name / rank / post of Authorizing Officer :

* Delete as appropriate

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 26(1))

APPLICATION FOR CONFIRMATION OF
AN EXECUTIVE AUTHORIZATION FOR TYPE 2 SURVEILLANCE ISSUED /
THE RENEWAL OF AN EXECUTIVE AUTHORIZATION FOR TYPE 2
SURVEILLANCE GRANTED* UPON ORAL APPLICATION

This is an application under section 26(1) of the Interception of Communications and Surveillance Ordinance for confirmation of an executive authorization issued / the renewal of an executive authorization granted* upon oral application.

The executive authorization / renewal of the executive authorization* for which confirmation is sought is an executive authorization for Type 2 surveillance carried out / to be carried out* by or on behalf of any of the officers of the **[insert name of department]** (the Department). This is an executive authorization that was issued / whose renewal was granted* by **[name, rank and post of the authorizing officer]** on day of at hours.

This application is made by **[name, rank and post]** of the Department for the determination by **[name, rank and post]**, an authorizing officer of the Department.

This application is supported by the following documents which are annexed to this application:

- (i) a statement in writing of the applicant; and
- (ii) a record in writing:
 - (a) containing all the information that would have been provided under the relevant application provision had the oral application been made in writing; and
 - (b) setting out the determination that was orally delivered in respect of that oral application.

* Delete as appropriate

Dated hours of this day of .

Signature of Applicant

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 27(1)(a) and (5)(a))

CONFIRMATION OF AN EXECUTIVE AUTHORIZATION
FOR TYPE 2 SURVEILLANCE ISSUED / THE RENEWAL OF
AN EXECUTIVE AUTHORIZATION FOR TYPE 2 SURVEILLANCE
GRANTED* UPON ORAL APPLICATION

An application under section 26(1) of the Interception of Communications and Surveillance Ordinance (the Ordinance) has been made to me, an authorizing officer of the **[insert name of department]** (the Department), for confirmation of an executive authorization issued / the renewal of an executive authorization granted* upon oral application.

The executive authorization / renewal of the executive authorization* for which confirmation is sought is an executive authorization for Type 2 surveillance carried out / to be carried out* by or on behalf of any of the officers of the **[insert name of department]**. This executive authorization was issued / The renewal of this executive authorization was granted* by **[name, rank and post of the authorizing officer]** on day of at hours (the confirmed executive authorization).

This application is supported by:

- (i) a statement in writing of the applicant; and
- (ii) a record in writing:
 - (a) containing all the information that would have been provided under the relevant application provision had the oral application been made in writing; and
 - (b) setting out the determination that was orally delivered in respect of that oral application.

On the basis of the information contained in these documents I am satisfied that the conditions in section 3 of the Ordinance have been met in the issue / renewal* of the executive authorization.

* Delete as appropriate

I therefore confirm the renewal* / executive authorization and issue this renewal* / executive authorization for the following Type 2 surveillance to be carried out:

[insert details and conditions]

This renewal* / executive authorization takes effect from the time of the issue of the confirmed executive authorization and remains in force **[to specify a period which should in no case be longer than 3 months from the time when the authorization takes effects]**.

Dated hours of this day of .

Signature of Authorizing Officer

Name / rank / post of Authorizing Officer:

* Delete as appropriate

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 27(1)(b) and (5)(b))

REFUSAL OF APPLICATION FOR CONFIRMATION OF AN EXECUTIVE
AUTHORIZATION* FOR TYPE 2 SURVEILLANCE
ISSUED / THE RENEWAL OF AN EXECUTIVE AUTHORIZATION FOR TYPE
2 SURVEILLANCE GRANTED UPON ORAL APPLICATION

An application under section 26(1) of the Interception of Communications and Surveillance Ordinance (the Ordinance) has been made to me, an authorizing officer of the **[insert name of department]** (the Department), for confirmation of an executive authorization issued / the renewal of an executive authorization granted* upon oral application.

The executive authorization / renewal of the executive authorization* for which confirmation is sought is an executive authorization for Type 2 surveillance to be carried out by or on behalf of any of the officers of the **[insert name of department]**. This executive authorization was issued / The renewal of this executive authorization was granted* by **[name, rank and post of authorizing officer]** on day of at hours (the executive authorization).

This application is supported by:

- (i) a statement in writing of the applicant; and
- (ii) a record in writing:
 - (a) containing all the information that would have been provided under the relevant application provision had the oral application been made in writing; and
 - (b) setting out the determination that was orally delivered in respect of that oral application.

I hereby refuse to confirm the authorization / renewal* for the following reasons:

* Delete as appropriate

In accordance with the provisions of section 27(5)(b), I make the following orders under section 27(3) of the Ordinance:

- (i) the executive authorization / renewal* is revoked upon the making of this determination refusing the confirmation / is only to have effect subject to the following variations from the time of this determination*:

- (ii) the immediate destruction of the information obtained by carrying out the Type 2 surveillance as specified below: *(Note: In case of revocation, this must include all information obtained by the Type 2 surveillance)*

Dated hours of this day of .

Signature of Authorizing Officer

Name / rank / post of Authorizing Officer :

* Delete as appropriate

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 57(3))

REPORT ON THE DISCONTINUANCE OF TYPE 2 SURVEILLANCE
CARRIED OUT UNDER AN EXECUTIVE AUTHORIZATION

To: **[insert name, rank and post of the authorizing officer]** of the **[insert name of the Department]**

This is a report under section 57(3) of the Interception of Communications and Surveillance Ordinance on the discontinuance of Type 2 surveillance carried out under an executive authorization.

The executive authorization under which the discontinued Type 2 surveillance was carried out by or on behalf of any officers of the **[insert name of the department]** (the Department) under ICSO No. _____, which was issued by you / **[insert name, rank and post of the authorizing officer*]** on the _____ day of _____.

The Type 2 surveillance was discontinued by **[name, rank and post of the officer]** on _____ day of **[date]** at _____ hours **[time]** on the ground that the conditions for its continuance were not met. **[set out details of how the conditions for its continuance were not met]**

This report is made by _____ **[name, rank and post]** of the Department.

Dated this _____ day of _____ .

Signature of Reporting Officer

* Delete as appropriate

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 20(1))

APPLICATION FOR AN EMERGENCY AUTHORIZATION
FOR INTERCEPTION / TYPE 1 SURVEILLANCE*

This is an application under section 20(1) of the Interception of Communications and Surveillance Ordinance for an emergency authorization for the interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* to be carried out by or on behalf of any of the officers of the **[insert name of department]** (the Department).

This application is made by **[name, rank and post]** for the determination by **[name and rank of the Head of Department]**.

This application is supported by a statement in writing of the applicant which is annexed to this application.

Dated hours of this day of .

Signature of Applicant

* Delete as appropriate

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 21(1)(a))

EMERGENCY AUTHORIZATION FOR
INTERCEPTION / TYPE 1 SURVEILLANCE*

An application under section 20(1) of the Interception of Communications and Surveillance Ordinance (the Ordinance) has been made to me, the Head of the **[insert name of department]** (the Department), for the issue of an emergency authorization for interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* to be carried out by or on behalf of any of the officers of the Department.

In support of the application is a statement in writing of the applicant. On the basis of the information contained in that statement in writing I am satisfied that (1) the circumstances of an emergency authorization as set out in section 20(1)(a) and (b) applied; and (2) the conditions for the issue of the emergency authorization under section 3 of the Ordinance have been met.

I therefore issue this emergency authorization for the following interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* to be carried out:

**[insert details of the interception or Type 1 surveillance
(including any variations) and conditions imposed under
section 32 (if any)]**

This emergency authorization takes effect from the time of its issue **[insert the time and date of the issue]** and remains in force for **[please specify a period which should in no case be longer than 48 hours from the time the emergency authorization is issued]**.

* Delete as appropriate

Dated hours of this day of .

Signature of the Head of the Department
Name / rank of the Head of the Department:

ICSO No.:

INTERCEPTION OF COMMUNICATIONS AND
SURVEILLANCE ORDINANCE

(Section 57(3))

REPORT ON THE DISCONTINUANCE
OF INTERCEPTION / TYPE 1 SURVEILLANCE*
CARRIED OUT UNDER AN EMERGENCY AUTHORIZATION

To: **[insert name and rank of the Head of the Department]** of the **[insert name of the Department]**

This is a report under section 57(3) of the Interception of Communications and Surveillance Ordinance on the discontinuance of interception / Type 1 surveillance* carried out under an emergency authorization.

The emergency authorization under which the discontinued interception of a communication transmitted by post / a telecommunications system / Type 1 surveillance* was carried out by or on behalf of any officers of the **[insert name of the department]** (the Department) under ICSO No. , which was issued by **[insert name and rank of the Head of the Department]** on the hours of day of .

The interception / Type 1 surveillance was discontinued by **[name, rank and post of the officer]** on day of at hours on the ground that the conditions for its continuance were not met. **[Set out details of how the conditions for its continuance were not met]**

This report is made by **[name, rank and post]** of the Department.

Dated hours of this day of .

Signature of Reporting Officer

* Delete as appropriate