## 

# Appendix A

## Template ‘Information Sharing Request’ Form

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| --- | --- |
| **Name of the organisation requesting information:** |  |
| **Name and position of the person requesting the**  **information:** |  |
| **What are the specific details of the information being requested:** |  |
| **What is the intended use or the purpose of requesting the information?** |  |
| **Is this personal data?** |  |
| **Is this a special category of personal data?** |  |
| **Reference to the TSAB Information Sharing Agreement:** |  |
| **Date information is required:** |  |
| **Any specific arrangements ref: retention/deletion of information:** |  |
| **Signed:** |  |
| **Dated:** |  |