



20 December 2017

Andrew Bridgman  
Chief Executive  
Ministry of Justice  
P O Box 180  
**Wellington 6140**

Dear Mr Bridgman

**Reporting requirement notice: Approved information sharing agreement between the Ministry of Justice and the Crown Law Office (Our Ref: IS/0034)**

I am writing to formalise the reporting requirements for the approved information sharing agreement (AISA) between the Ministry of Justice (the Ministry) and the Crown Law Office (CLO) to support the Solicitor-General's statutory duties through the CLO.

Part 9A of the Privacy Act 1993 and the Privacy Regulations 1993 set out the details that I can require the Ministry to report on. The reporting metrics are designed to support an assessment of whether the AISA is achieving its objectives.

As an important transparency measure, this letter and the notice will be published on our website.

The Ministry contact person for this matter is Anna Johnston.

Yours sincerely

John Edwards  
**Privacy Commissioner**

## Reporting requirement notice: approved information sharing agreement (AISA)

To: Ministry of Justice (lead agency)

Under sections 96S(1)(b), 96T and 96U of the Privacy Act 1993, and clause 9 of the Privacy Regulations 1993, the Privacy Commissioner has specified the following reporting in respect of the approved information sharing agreement listed in schedule 2A of the Privacy Act between the Ministry of Justice and the Crown Law Office to facilitate the following public services:

- (a) maintaining an efficient and effective criminal justice system;
- (b) improving the quality of public prosecutions; and
- (c) managing the budget for Crown prosecutions.

The Ministry of Justice will collate the following information annually (for the period between 1 July and 30 June) and report the information in its annual report for that year:

### **Scale**

1. A description of the information shared with the Crown Law Office, including the number of individual cases and charges.

### **Benefits**

2. Qualitative feedback about the effectiveness of information sharing under the agreement, and details of any difficulties experienced (for example, data breach) and how they are being, or have been, overcome.

### **Assurance**

3. Number of complaints received about an alleged interference with privacy under the agreement and the disposition of those complaints.
4. Where an audit or other assurance process has been undertaken, commentary on the adequacy of security measures and other safeguards.
5. Details of any amendments made to the agreement since the Order in Council came into force (if the first report), or since the last report prepared (if the report is not the first report prepared).
6. The particulars of any additional safeguards that have been put in place by any party to the agreement to protect the privacy of individuals and ensure that any interference with their privacy is further minimised.

.....  
John Edwards

**Privacy Commissioner**

Dated.....19/12/17.....