Minimum POLE
Data Standards Dictionary

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1. Introduction

This compendium has been produced to support the consistent and accurate recording of police operational information and data. It is intended to be used to inform quality performance management at a local level, technical developments across main suppliers, data validation at the point of creation and tailored learning for those responsible for inputting data.

These standards apply to all officers, staff, PCSOs, Special Constables and volunteers.

This set of standards has been organised around POLE (Person, Object, Location, Event) entities. It identifies the minimum required completion standard and will flag any required formatting. It also includes a set of 'Key Data Quality Points' – See General Validation Notes.

Where possible this document is system agnostic. It is acknowledged that there may be differences between systems in the terminology used and differences between Forces in how systems are utilised. Nuances between systems should be coordinated to ensure all Forces are aware and working towards a consistent standard. The aim is to avoid, where possible, Forces determining standards with no regard for national implications.

It is up to each Force to determine how best to incorporate these standards into business-as-usual data recording – and it is accepted that this will be determined in some part by cost and resource availability. Data uploaded to national systems will be assessed against these standards and Forces will be provided with an assessment of their data and the URN of those records that have failed to meet the standard.

This Dictionary does *not* detail association rules between entities.

This Dictionary does *not* serve to construct a data structure but to define the minimum standards for entities.

This is seen as the first step to defining full set of data standards.

1.1: Data Quality Dimensions

Data Quality is defined by the following data quality dimensions:

- **Accuracy.** Data should be sufficiently accurate for its intended purpose – correctly reflecting the object
- **Integrity.** Data is valid across all relationships and is used in compliance with relevant requirements
- **Timeliness.** Data should be captured as quickly as possible after the event and should be available when it is expected and needed
- **Completeness.** Data meets expected comprehensiveness
- **Conformity.** Data follows a set standard of definitions and reflects stable and consistent data collection processes
- **Duplication.** Data is unique and should be captured only once to minimise error and maximise benefit

1.2:   POLE Entity Description

Data entities are constructed from a combination of 'data components' and 'validation rules'. They describe people, objects, and locations associated with events – see Figure 1.
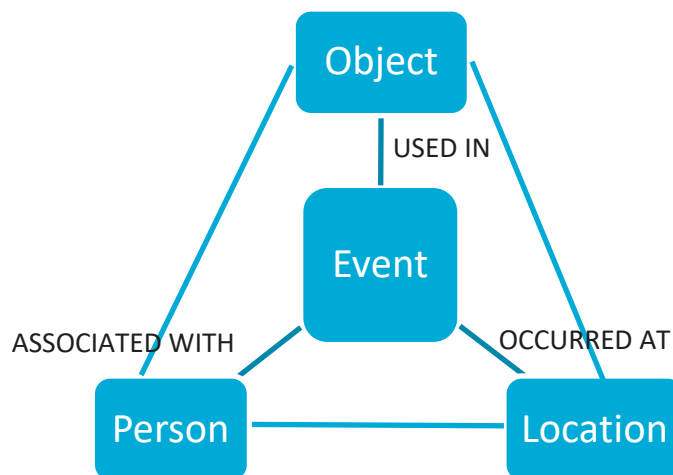

Figure 1: POLE

1.2.1:   Data Components

NOTE: Data components listed in this Data Dictionary provide the *minimum* components required to describe the associated POLE entity.

Each data component is defined in one of three ways:

- Unique Data Standard – The data component is defined by a specific data standard. The data component may be used in multiple entities, but it is always defined in the same way and, by the same data standard (e.g DS_032 Surname)
- Local Data Standard – The data component is defined by a 'generic' data standard that has 'local' validation rules applied. The data component may be used in multiple entities, but it is always defined by the same 'generic' data standard with the same 'locally' applicable validation rules.
  (e.g 'Date of Birth' is an instance of DS_001 Generic Date with validation rules applied, such as 'Date not in the future' and it is described as 'the date a person is deemed officially to have been born on')
- Entity – The data component is an instance of another entity and will be defined by the relevant data standards of that entity.
  (eg 'Home Address' is built from a collection of instances '**Address (DS_005, DS_007, DS_008, DS_009, DS_010)**'). There may also be additional 'local' validation rules that are applied for this specific data component.

Data components can be repeated / used separately for multiple entities.

1.2.2: Validation Rules

Validation rules 'specify' the requirements for any particular entity (eg the 'Victim' Entity within the 'Person' Entity class):

- Validation rules may apply to a selection of data components - eg their status (eg These data components are mandatory)
- Specific validation rules can be applied to particular data components that will help define them, in the particular entity.

Table 1 describes the descriptors used in Entity definitions in Section 2.

Data Item	Description
Reference Number	**Y_XXX** Reference number for Each Entity. Y = Entity Class: P = Person; O = Object; L = Location; E = Event XXX = Serial Number
Entity	Entity title
Class	Class title (Person, Object, Location, Event)
Owner	The name of the organisation which owns the Entity
Steward	The organisation who maintains the Entity on behalf of the owner
Version	Number indicating the particular revision of the Entity
Status	Draft / Live / Deprecated
Approval Date	The date on which the current version of the entity was approved at a meeting of National Standards Assurance Board (NSAB)
Description	Textual explanation of the entity in terms of *what* the entity is, its intended purpose and the context in which it may be used.
Component Parts	The minimum list of data components and their descriptions that compose the entity describing whether they are mandatory, dependent on certain conditions, or options of which one or more are required.
Validation Rules	The rules that apply to the entity and its components in terms of syntax and structure.
Related Terms	TBC
Notes	TBC

Table 1: Entity element descriptors

1.3:   Data Standards Descriptions

Data components are ultimately defined by data standards either directly or with the application of additional validation rules within the entity.

Data standards can be specific or generic – regardless of type, they are constructed in the same way.

Table 2 describes the elements for a data standard as described in Section 6.

Data Item	Descriptor
SERIAL NO	Unique reference number to identify and locate POLE data standard
POLE Class	Class title (Person, Object, Location, Event)
Entity Group	Attributes are grouped under common headings
Attribute Name	Data Attribute title
Attribute Description	A textual account, explanation or representation of a Structure in terms of what the structure is, its intended purpose and the context in which it may be used.
Version	Number indicating the particular revision of the data attribute
Approval Date	The date on which the current version of the data attribute was approved at a meeting of National Standards Assurance Board (NSAB)
Minimum	The minimum number of characters that must be used for an Element's value.
Maximum	The maximum number of characters that maybe used for an Element's value.
Default	The default value is the value which is to be used unless some other value has been actively selected from the set of allowable values; see Values below
Value Range	If not free text this field describes the set of possible values for this data attribute
Validation	Any validation rules that are needed for this data attribute are described in this field. This may include character types, formats, allowed or disallowed character sets and combinations etc..
Standard Classification	International = International standard National = National standard exists Police National to be agreed - Policing need to agree consistent set of standards N/A - not applicable Free text = Force data input System generated standard = system generated code
Board	The name(s) of the organisation which owns the Structure

Owner	The name(s) of the organisation/business area which owns the standard
Steward	The organisation / organisational unit who maintains the Structure on behalf of the Owner of that Structure.
Based on	Formats and standards for each data attribute where possible have been based on existing standards and guidance. If this is the case that source is listed in this field.
Data source	Any data sources or further clarification / notes are given in this field
Minimum STANDARD	Yes = Standard referenced as Minimum POLE Data Standards
Protected characteristic	YES = link to Protected Characteristics (Under the Equality Act, there are nine protected characteristics: age disability gender reassignment marriage and civil partnership pregnancy and maternity race religion or belief sex sexual orientation

Table 2: Data Standards and Elements

1.4: General Validation Notes

The following 'dos and don'ts' are given as general advice in the adoption of these data standards:

- Expected comprehensiveness of person records is always determined by the relationship a person has to the event to which they are linked. One would expect a more complete set of person-identifying data on a known offender than a suspect.
- If a person entity is created, it must conform to the minimum data standards defined in Section 2. If the 4+1 criteria are not known at the point of entry, they should be completed as soon as possible following contact with the police.
- A person entity should not be created if there is no person identifying data. This includes where the details of a victim (4+1) are unknown.
- Any standard address details must include a valid and accurate postcode. Unconfirmed and/or fictitious postcodes are not to be created at any time and every effort must be made to identify the correct postcode.
- Postcodes should comply with the national Royal Mail Postcode Address File which not only confirms the format (area, district, sector, unit), but also validates against the address.
- There is no expectation to capture a postcode for a non-standard address e.g. a field or road junction.
- Telephone numbers should include any area dialling code – numbers without a dialling code are almost meaningless when shared nationally.
- If a telephone number is unknown – do not make one up.
- Always check the date of birth – ensuring you follow the dd/mm/yyyy format.

- Always check any dates and ensure dates are input into the correct/relevant field. Common mistakes include: inputting the arrest date in the date of birth field; event dates in the future.
- Always ask the spelling of names – enter what is known and not what is assumed.
- Ensure that any person entity is linked to one or more additional entity. Orphan records do not comply with key Data Protection principles.
- Any titles such as Dr must not be added to the forename field – titles should always be selected from the drop-down title menu if available.
- Do not use local landmarks and/or local references to populate address/location information.
- Do not populate fields with special characters when the field is unknown. A blank field is preferable to a known error; however, every effort should be made to enter a complete record where possible.
- Do not populate records with local vernacular and abbreviations – this makes it very difficult to understand the context of a record when shared with partners or uploaded to the Police National Database.
- Do not use local references in person identifying fields – for example incident reference in a forename field when a name is unknown.
- Do not populate a names field with multiple names – the only exception being double barrelled.
- Do not use special characters in a name field – exceptions are hyphens, apostrophes.
- Animals should be recorded as property, not as people.
- Any graffiti hashtags containing special characters should be input into the alias/nickname field.
- Never create a business/organisation entity as a person record – Mr Tesco Express is not a person.

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2. Minimum Data Standards for PERSON Entities

If a person entity is created, it must conform to the minimum data standards defined. If the 4+1 criteria is not known at the point of entry it should be completed as soon as possible following police contact. A person should not be created if there is no person identifying data. This includes where the details of a victim (4+1) are unknown.

2.1: Offender

Ref No:	P_001	Entity	Offender		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	An offender is a person who has committed an offence.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address** 3. At least one of the following references must be included: CRO Number **DS_071 CRO Number**

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PNC ID	**DS_072 PNC ID**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** can repeat as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. See Component Standards for all components.
Related Terms	•
Notes	• See General Validation Notes

2.2: Suspect - Known

Ref No:	P_002	Entity	Suspect - Known		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The definition of a **known suspect** as outlined in PACE Codes of Practice D paragraph 3.4 is: There is sufficient information known to the police to justify the arrest of a particular person for suspected involvement in the offence. Drawn from NPIA LPG1.7.04.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** repeats as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. See Component Standards for all components.

Related Terms	• Suspect – Unknown
Notes	• See General Validation Notes

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2.3: Suspect - Unknown

Ref No:	P_003	Entity	Suspect - Unknown		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	An 'unknown' suspect is a description of a suspect suspected of having committed a crime but whose personal details are not yet known. As such only certain physical attributes can be used to define the unknown suspect.
Component Parts	1. At least 4 of the following component parts must be included: Gender — **DS_037 Gender** Build — **DS_039 Build** Complexion — **DS_040 Complexion** Distinguishing Features — **DS_043 Distinguishing Features** Eye Colour - Left — **DS_041 Eye Colour Left** Eye Colour - Right — **DS_042 Eye Colour Right** Ethnicity — **DS_038 Ethnicity** Hair Colour — **DS_046 Hair Colour**
Validation Rules	1. See Component Standards for all components.
Related Terms	• Suspect – Known
Notes	• See General Validation Notes • Data items **DS_039-46** above are classed as biometric data – information about an individual's physical, biological, physiological or behavioural characteristics, which is capable of being used on its own or in combination with other information to establish the identity of an individual.

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2.4: Victim

Ref No:	P_004	Entity	Victim		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The Code of Practice for Victims of Crime in England and Wales, November 2020 defines a victim as: • 'a person who has suffered harm, including physical, mental or emotional harm or economic loss which was directly caused by a criminal offence; • a close relative (or a nominated family spokesperson) of a person whose death was directly caused by a criminal offence.'
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 6. **Email Address** can repeat as a Person can have multiple occurrences of an email address

	7. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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2.5: Witness

Ref No:	P_005	Entity	Witness		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A witness is a person, other than a defendant, who is likely to give evidence in court (CoP). Whilst all victims are also witnesses and should be treated as such details for victims should be captured as part of the 'Victim' entity. Black's Law dictionary 2nd edition defines a witness as 1. Person who sees a document signed. 2. Person called to court to testify and give evidence
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 7. **Given Name** repeats as a Person can have multiple occurrences of a given name 8. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 9. **Email Address** can repeat as a Person can have multiple occurrences of an email address

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	10. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

2.6: Person of Interest - Known

Ref No:	P_006	Entity	Person of Interest - Known		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A person of interest has no formal definition. A person of interest – known is a named person that is considered or could be considered as possibly involved in a criminal investigation who has not been arrested or formally accused of the crime. They could be a person who is cooperating with the investigation, may have information that would assist the investigation or possess certain characteristics that merit further attention.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address** Alias / Nickname **DS_033 Alias / Nickname**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** repeats as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number

	7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. **Alias / Nickname** repeats as a Person can have multiple occurrences of an alias / nickname 9. **Alias / nickname** should **not** be captured in **Given Name** component 10. See Component Standards for all components.
Related Terms	• Person of Interest – Unknown
Notes	• See General Validation Notes

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2.7: Person of Interest - Unknown

Ref No:	P_007	Entity	Person of Interest - Unknown		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A person of interest has no formal definition. A person of interest - unknown is a description of person that is considered or could be considered as possibly involved in a criminal investigation who has not been arrested or formally accused of a crime. They could be a person who is cooperating with the investigation, may have information that would assist the investigation or possess certain characteristics that merit further attention.
Component Parts	1. At least 4 of the following component parts must be included: Gender **DS_037 Gender** Build **DS_039 Build** Complexion **DS_040 Complexion** Distinguishing Features **DS_043 Distinguishing Features** Eye Colour - Left **DS_041 Eye Colour Left** Eye Colour - Right **DS_042 Eye Colour Right** Ethnicity **DS_038 Ethnicity** Hair Colour **DS_046 Hair Colour**
Validation Rules	1. See Component Standards for all components.
Related Terms	• Person of Interest – Known
Notes	• See General Validation Notes

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2.8: Subject (Not Offender, Victim or Witness)

Ref No:	P_008	Entity	Subject (Not Offender, Victim or Witness)		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A subject is a person who cannot be categorised in any person entity.
Component Parts	1. The following component parts are mandatory: Given Name — **DS_031 Given Name** Surname — **DS_032 Surname** Date of Birth — **DS_034 Date of Birth** Gender — **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address — This is the self-declared home address. This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number — **DS_053 Telephone Number** Email Address — **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 6. **Email Address** can repeat as a Person can have multiple occurrences of an email address 7. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

2.9: Vulnerable Child

Ref No:	P_009	Entity	Vulnerable Child		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A child is regarded as someone under 18 years of age. A child is always considered to be vulnerable, irrespective of the adult vulnerability criteria. A child may show mental, physical or learning disabilities or show illness, but this should be considered as an additional reporting factor reinforcing the child's inability to protect themselves against significant harm or exploitation. (NCA Guidance on reporting routes relating to vulnerable persons)
Component Parts	1. The following component parts are mandatory: Given Name — **DS_031 Given Name** Surname — **DS_032 Surname** Date of Birth — **DS_034 Date of Birth** Gender — **DS_037 Gender** Home Address — This is the self-declared home address. This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Parent — **DS_031 Given Name (Parent / Legal Guardian)** **DS_032 Surname (Parent / Legal Guardian)** **DS_047 Person Relationship** 2. At least one of the following component parts must be included: Telephone Number — **DS_053 Telephone Number** Email Address — **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number

	6. **Email Address** can repeat as a Person can have multiple occurrences of an email address 7. See Component Standards for all components.
Related Terms	• Vulnerable Adult
Notes	• See General Validation Notes

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2.10:   Vulnerable Adult

Ref No:	P_010	Entity	Vulnerable Adult		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A vulnerable adult is any person aged 18 years or over who is or may be in need of community services by reason of mental, physical or learning disability, age or illness AND is or may be unable to take care of themselves or unable to protect themselves against significant harm or exploitation. 1 Risks to vulnerable adults include (but are not limited to) sexual and other physical abuse, financial abuse (including fraud) and they may be the victims of modern slavery. The latter is defined in the Modern Slavery Act 2015, and means that it is a crime to force people into slavery, servitude and forced or compulsory labour. (NCA Guidance on reporting routes relating to vulnerable persons) A vulnerable adult is defined in Section 59 of the Safeguarding Vulnerable Groups Act 2006 (for England and Wales) as: A person is a vulnerable adult if, having attained the age of 18, s/he — 1. is in residential accommodation, 2. is in sheltered housing, 3. receives domiciliary care, 4. receives any form of health care, 5. is detained in lawful custody, 6. by virtue of an order of a court, is under supervision per Criminal Justice Act 2003 sections regarding community sentences; 7. receives a welfare service of a prescribed description, 8. receives any service or participates in any activity provided specifically for persons who has particular needs because of his age, has any form of disability or has a prescribed physical or mental problem. (Dyslexia, dyscalculia and dyspraxia are excluded disabilities), 9. has payments made to him/her or to an accepted representative in pursuance of arrangements under Health and Social Care Act 2012, and/or

	10. requires assistance in the conduct of own affairs.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** 2. At least one of the following contact references must be included: Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address** 3. If available the following component part should be included: Safe Number **DS_111 SAFE Number**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** repeats as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. See Component Standards for all components.
Related Terms	• Vulnerable Child
Notes	• See General Validation Notes

2.11: Unborn

Ref No:	P_011	Entity	Unborn		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	An unborn person is a child in the womb. Importantly this entity must be amended when the child is born to ensure that duplicate records are not created.
Component Parts	1. The following component parts are mandatory: Mother Surname — The surname should be that of the mother. This is an instance of **DS_032 Surname** Parent — **P_008 Subject (NOT offender, victim or witness)** Expected Due Date — **DS_003 Expected Due Date** 2. At least one of the following contact references for a parent must be included: Home Address — This is the self-declared home address. This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number — **DS_053 Telephone Number** Email Address — **DS_054 Email Address** 3. If known, the following component parts should be included: Given Name — **DS_031 Given Name** Gender — **DS_037 Gender**
Validation Rules	1. **Expected Due Date** must not be in the past 2. **Expected Due Date** must not be more than 9 months in the future 3. This entity should be edited when born. A new entity should not be created as this will cause duplicates 4. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number

	5. **Email Address** can repeat as a Person can have multiple occurrences of an email address 6. See Component Standards for all components
Related Terms	• Vulnerable Child
Notes	• See General Validation Notes

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2.12: Involved Party

Ref No:	P_012	Entity	Involved Party		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	An involved party is someone who is involved with an event a situation, or have a strong connection with it
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **O_003 Telephone Number** Email Address **O_004 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 6. **Email Address** can repeat as a Person can have multiple occurrences of an email address 7. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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2.13: Associations

Ref No:	P_013	Entity	Associations		
Class:	Person	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	The 'Associations' entity is the collection of data components and validation rules that describe an association as required by POLE. An Associate is related to another person such as boyfriend, carer, colleague, business associate (refer to DS_047 for full list)
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** repeats as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. See Component Standards for all components.

Related Terms	
Notes	• See General Validation Notes

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2.14: Missing Persons

Ref No:	P_014	Entity	Missing Persons		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The national definition of a 'Missing Person' is 'anyone whose whereabouts cannot be established and where the circumstances are out of character or the context suggests the person may be subject of crime or risk of harm to themselves or another'. (NPCC/CoP) Anyone whose whereabouts cannot be established will be considered as missing until located, and their well-being or otherwise confirmed. All reports of missing people sit within a continuum of risk from 'no apparent risk (absent)' through to high-risk cases that require immediate, intensive action. Drawn from APP
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Photograph **DS_102 Photograph** 2. At least one of the following contact references must be included: Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address** 3. At least 4 of the following component parts must be included:

	Gender **DS_037 Gender** Build **DS_039 Build** Complexion **DS_040 Complexion** Distinguishing Features **DS_043 Distinguishing Features** Eye Colour - Left **DS_041 Eye Colour Left** Eye Colour - Right **DS_042 Eye Colour Right** Ethnicity **DS_038 Ethnicity** Hair Colour **DS_046 Hair Colour**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 6. **Email Address** can repeat as a Person can have multiple occurrences of an email address 7. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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2.15:   Officer on Duty

Ref No:	P_015	Entity	Officer on Duty		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The 'Officer on Duty' is the Officer logging details (using their unique collar number)
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Collar Number **DS_070 Collar Number**
Validation Rules	1. If an officer is OFF duty another appropriate Person entity should be used 2. See Component Standards for all components.
Related Terms	
Notes	● See General Validation Notes

2.16:   Victim whilst on Duty

Ref No:	P_016	Entity	Victim whilst on Duty		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A victim whilst on duty is a police officer who is subjected to an incident or crime as a victim. The generic definition of a victim applies.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** repeats as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. See Component Standards for all components.
Related Terms	• Officer on Duty

Notes	• See General Validation Notes

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2.17: Person Reporting / Organisation

Ref No:	P_017	Entity	Person Reporting / Organisation		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The 'Person Reporting / Organisation' describes a person reporting an event on behalf of an organisation.
Component Parts	1. The following component parts are mandatory: Given Name　　　　　**DS_031 Given Name** Surname　　　　　　**DS_032 Surname** Date of Birth　　　　**DS_034 Date of Birth** Gender　　　　　　**DS_037 Gender** 2. At least one of the following contact references must be included: Business Address　　This is the self-declared business address 　　　　　　　　　This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number　**DS_053 Telephone Number** Email Address　　　**DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 7. **Given Name** repeats as a Person can have multiple occurrences of a given name 8. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 9. **Email Address** can repeat as a Person can have multiple occurrences of an email address 10. See Component Standards for all components.
Related Terms	• Person Reporting / General Public
Notes	• See General Validation Notes

2.18:   Person Reporting / General Public

Ref No:	P_018	Entity	Person Reporting / General Public	
Class:	Person	Owner:		Steward:
Version:		Status:	Draft	Approval Date:

Minimum Completeness Requirement	
Description	The 'Person Reporting / Organisation' describes a person reporting an event themselves
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** 2. At least one of the following contact references must be included: Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be today's date 3. **Date of Birth** must not be later than person's date of death where held 4. **Date of Birth** must not be more than 120 years ago. 5. **Given Name** repeats as a Person can have multiple occurrences of a given name 6. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 7. **Email Address** can repeat as a Person can have multiple occurrences of an email address 8. See Component Standards for all components.
Related Terms	• Person Reporting / Organisation

Notes	• See General Validation Notes

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2.19: Sudden Death / No Crime / Non-suspicious

Ref No:	P_019	Entity	Sudden Death / No Crime / Non-suspicious		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	When a death is not thought to be suspicious, it means nobody else was involved**.** This could mean the death was an accident, suicide or natural causes. The statement itself implies the police are sure, beyond reasonable doubt, that no crime could have occurred.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Date of Death **DS_076 Date of Death** Verification of Death **DS_075 Verification of Death** 2. At least one of the following contact references must be included: Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Date of Death** must not be in the future 5. **Date of Death** must not be earlier than person's date of birth 6. **Given Name** repeats as a Person can have multiple occurrences of a given name 7. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 8. **Email Address** can repeat as a Person can have multiple occurrences of an email address 9. See Component Standards for all components.

Related Terms	
Notes	• See General Validation Notes

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2.20:   Sudden Death / Victim / Suspicious

Ref No:	P_020	Entity	Sudden Death / Victim / Suspicious		
Class:	Person	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	Sudden death of an infant or child or sudden death where the age of the deceased is under 30 years of age, a death resulting from a previous accident / trauma or persons found dead after forced entry into premises. There are obvious signs of a homicide having been committed or where those in attendance believe that the circumstances are such that a further detailed investigation should take place to establish if any suspicious circumstances exist.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Gender **DS_037 Gender** Home Address This is the self-declared home address This is an instance of **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Date of Death **DS_076 Date of Death** Verification of Death **DS_075 Verification of Death** 2. At least one of the following contact references must be included: Telephone Number **DS_053 Telephone Number** Email Address **DS_054 Email Address**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. **Telephone Number** can repeat as a Person can have multiple occurrences of a telephone number 6. **Email Address** can repeat as a Person can have multiple occurrences of an email address

	7. **Date of Death** must not be in the future 8. **Date of Death** must not be earlier than person's date of birth 9. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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3. Minimum Data Standards for OBJECT Entities

3.1: Vehicle Known

Ref No:	O_001	Entity	Vehicle Known		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A known vehicle is a vehicle where a full description can be given of manufacturer, model, type, colour and importantly VRM.
Component Parts	1. The following component parts are mandatory: Vehicle Registration Mark **DS_065 VRM** Vehicle Make **DS_066 Vehicle Make** Vehicle Model **DS_067 Vehicle Model** Vehicle Body Shape **DS_068 Vehicle Shape** Vehicle Colour **DS_069 Vehicle Colour**
Validation Rules	1. See Component Standards for all components.
Related Terms	• Vehicle – Suspicious
Notes	• See General Validation Notes

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3.2: Vehicle Suspicious

Ref No:	O_002	Entity	Vehicle Suspicious		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A suspicious vehicle is a vehicle which is or has acted in a suspicious manner and requires further investigation. Details could be partial or known.
Component Parts	1. At least one of the following component parts must be completed (to the extend described) Vehicle Registration Mark (partial or full) **DS_065 VRM** Vehicle Make (if known) **DS_066 Vehicle Make** Vehicle Model (if known) **DS_067 Vehicle Model** Vehicle Body Shape (if known) **DS_068 Vehicle Shape** Vehicle Colour (if known) **DS_069 Vehicle Colour**
Validation Rules	1. See Component Standards for all components.
Related Terms	• Vehicle - Known
Notes	• See General Validation Notes

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3.3: Telephone

Ref No:	O_003	Entity	Telephone		
Class:	Object	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	A telephone in this context is the full telephone number, including the type of number (such as landline), country code (such as UK) and the full STD number (eg +441234567890) with, if needed the addition of an extension number.
Component Parts	1. The following component parts are mandatory: Telephone Number Type **DS_051 Telephone Type Code** Full Telephone Number This is the full telephone number with international dialling code **DS_053 Telephone Number** Telephone Country **DS_052 Telephone Country** 2. If a telephone extension is included the following component part is mandatory: Telephone Extension **DS_109 Telephone Extension**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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3.4: Email

Ref No:	O_004	Entity	Email		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The email address is the virtual address for a person, or persons, or organisation. As an entity it can be used multiple times and be related to multiple people / organisations.
Component Parts	1. The following component part is mandatory: Email Address **DS_054 Email Address**
Validation Rules	1. See Component Standard for component definition.
Related Terms	
Notes	• See General Validation Notes

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3.5: Passport

Ref No:	O_005	Entity	Passport		
Class:	Object	Owner:	HMPO	Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The passport in this case is the identifying characteristics of the passport that identify a person. Included is the requirement to describe whether the passport is valid and whether it is UK or foreign.
Component Parts	1. The following component part is mandatory: Passport Validity **DS_058 Passport Validity** Passport Country **DS_059 Passport Country** 2. If the passport is UK the following component part is mandatory: UK Passport Number **DS_056 UK Passport Number** 3. If the passport is foreign the following component parts are mandatory: Foreign Passport Number **DS_057 Foreign Passport Number**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

3.6: Driving Licence

Ref No:	O_006	Entity	Driving Licence		
Class:	Object	Owner:	DVLA	Steward:	DVLA
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A driving licence can be UK or foreign and can be used as a form of identity associated with a person.
Component Parts	1. If the Driving Licence is UK the following component part is mandatory: UK Driving Licence Number **DS_061 UK Driving Licence Number** 2. If the Driving Licence is foreign the following component parts are mandatory: Foreign Driving Licence Number **DS_062 Foreign Driving Licence Number** Driving Licence Country **DS_063 Driving Licence Country**
Validation Rules	1. If the 'Driving Licence' entity is UK the following components should not be completed: • Foreign Driving Licence Number • Country Code (this is defaulted as GBR and no editing is required) 2. If the 'Driving Licence' entity is foreign the following data component should not be completed: • UK Driving Licence Number 3. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

3.7: CRO Number

Ref No:	O_004	Entity	CRO Number (Criminal Records Office number)		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The CRO is assigned to a person the first time they are charged with an offence and can be used as an identifier for the person.
Component Parts	1. The following component part is mandatory: CRO Number **DS_071 Criminal Records Office Number**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Notes

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3.8: PNC ID

Ref No:	O_008	Entity	PNC ID		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	Each record on the PNC is allocated a unique system generated reference when it is first created on the system, which may be used to retrieve a record. This is called the PNC ID and it consists of a two digit year element (relative to the year in which the record originated), up to a seven digit serial number (leading zeros are omitted), followed by one computer generated check letter, e.g. 90/570L.
Component Parts	1. The following component part is mandatory: PNC ID **DS_072 Police National Computer ID**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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3.9: NI Number

Ref No:	O_009	Entity	NI Number		
Class:	Object	Owner:	DWP	Steward:	DWP
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A national insurance number is a unique identifier for a person that is used to make sure your National Insurance contributions and tax are recorded against your name only. NI Numbers are issued by the Department for Work and Pensions.
Component Parts	1. The following component part is mandatory: NI Number **DS_060 National Insurance Number**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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3.10: Property

Ref No:	O_010	**Entity**	Property		
Class:	Object	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	Property could be anything of value. It could be a mobile phone in which case there would be an IMEI or bicycle that may have a security code etched. Where possible identifying numbers should be used to provide uniqueness to the property.
Component Parts	1. The following component parts are mandatory: Category **DS_097 Property - Category** Property Description **DS_098 Property - Description** 2. If the property has some form of identity code the following component parts are mandatory: Unique ID Type **DS_099 Unique ID Number Type** Unique ID **DS_100 Unique Number**

Validation Rules	1. Property Description should include where possible:
	    • Characteristic Material
	    • Period
	    • Shape
	    • Primary Colour
	    • Secondary Colour
	    • Role in the incident
	2. The 'Unique ID Number Type' must match to 'Property Category'
	eg If property category is 'Mobile Phone' then unique ID number type must align – so IMEI or IMSI or SIM
	3. Multiple instances of ID Number Type and Unique Numbers can be used.
	eg a mobile phone may have SIM *and* IMEI
	4. See Component Standards for all components.

Related Terms	
Notes	• See General Validation Notes

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3.11: Custody Image

Ref No:	O_011	Entity	Custody Image		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A term for facial photographs taken by police of individuals detained following arrest. These are generally retained as police information for identity reference, search and investigation.
Component Parts	1. The following component parts are mandatory: Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Custody Photograph **DS_102 Photograph** 2. At least one of the following references must be included: Offence **DS_080 Offence Type (Offence Code)** Reason for Arrest *and* **DS_086 Arrest Reason** Arrest Summons Number **DS_073 Arrest Summons Number**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be later than person's date of death where held 3. **Date of Birth** must not be more than 120 years ago. 4. **Given Name** repeats as a Person can have multiple occurrences of a given name 5. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes • The Home Office published a review on their use and retention in 2017. This followed concerns over the retention of the images of unconvicted individuals, individuals who were under 18 when images were taken and the length of time for which images were retained.

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3.12:   Photograph

Ref No:	O_012	Entity	Photograph		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	An image captured on a photo-sensitive surface, usually a photographic film or an electronic image sensor.
Component Parts	1. The following component parts are mandatory: Date of Photograph **DS_103 Date of Photograph** Photograph Description **DS_101 Photograph Description**
Validation Rules	1. **Date of Photograph** must not be in the future 2. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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3.13:   Social Media Tag

Ref No:	O_013	Entity	Social Media Tag		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A 'social media tag' identifies people, groups or things in a post or photo.
Component Parts	1. The following component part is mandatory: Social Media Tag **DS_055 Social Media Tag**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Notes

4. Minimum Data Standards for LOCATION Entities

4.1: Residential Address

Ref No:	L_001	**Entity**	Residential Address		
Class:	Object	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	A residential address as opposed to a business address is one where persons habitually reside.
Component Parts	1. The following component parts are mandatory: Postcode **DS_010 Postcode** 2. If the premises is a flat the following component part is mandatory: Flat Number **DS_005 Site Location** 3. As many as possible of the following component parts should be included: Street **DS_007 Street** Town **DS_008 Town** County **DS_009 County** Country Code **DS_004 Country** Property UPRN **DS_011 Property UPRN**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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4.2: Business Address

Ref No:	L_002	Entity	Business Address		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A business address as opposed to a residential address is one where a registered business resides.
Component Parts	1. The following component parts are mandatory: Business Name **DS_012 Business Name** Premises Name or Number **DS_006 Premises** Postcode **DS_010 Postcode** 2. As many as possible of the following component parts should be included: Unit Number **DS_013 Unit Number** Street **DS_007 Street** Town **DS_008 Town** County **DS_009 County** Country Code **DS_004 Country** Property UPRN **DS_011 Property UPRN**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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4.3: Location - Geometric

Ref No:	L_003	Entity	Location - Geometric	
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A Geometric location is denoted by grid references or latitude and longitude, for example Greenwich Observatory is 51.4769° N, 0.0005° W, just to the west of the prime meridian. Latitude and Longitude can be used to provide a location globally.
Component Parts	1. The following component parts are mandatory: National GR – Latitude **DS_014 Latitude** National GR - Longitude **DS_015 Longitude**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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4.4: Location - Area

Ref No:	L_004	Entity	Location - Area		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	'Location – Area' can be used when there is no other useful mechanism for denoting location, where possible it is useful to use another location entity as a reference (eg the NE corner of the field 100m west of GU10 0SD). If using reference points these should be enduring in nature (ie a car is not a good reference point once it is driven away, trees and bushes can be cut down).
Component Parts	1. The following component part is mandatory: Location Description **DS_016 Location - Area**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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4.5: Location - NFA

Ref No:	L_005	Entity	Location - NFA		
Class:	Object	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	'Location – NFA' can be used when the person related to the event has no fixed abode.
Component Parts	1. The following component part is mandatory: Location - NFA This can be a description of the 'residential address' or simply 'No Fixed Abode'. This is an instance of **DS_016 Location - Area**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

5. Minimum Data Standards for EVENT Entities

5.1: Crime

Ref No:	E_001	Entity	Crime		
Class:	Event	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	A crime is a deliberate act that causes physical or psychological harm, damage to or loss of property, and is against the law. Source: https://www.police.uk/pu/contact-the-police/what-and-how-to-report/what-report/
Component Parts	1. The following component parts are mandatory: Home Office Classification — **DS_074 Home Office Classification** Crime Type — **DS_078 Crime Type** Resolved Outcome — **DS_083 Crime Outcome** Crime Status — **DS_084 Crime Status / Clear Up Method** Hate Crime? — **DS_096 Hate Crime** Date of Offence — This is the date that the offence occurs. This is an instance of **DS_001 Generic Date** Time of Offence — This is the time that the offence occurred. This is an instance of **DS_002 Generic Time** MO — **DS_088 MO** Reporting Officer — This is the officer on duty that reports the crime. This is an instance of **DS_070 Collar Number** Supervising Officer — This is the supervising officer at the crime. This is an instance of **DS_070 Collar Number**

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	2. At least one of the following location component parts must be included:
	Location - Post Code **DS_010 Postcode**
	Location - Geometric This is the Lat/Long Grid Reference for the Crime This is an instance of **DS_015 Location – Longitude, DS_014 Latitude**
	Location - Area This is a description of where the crime took place. This is an instance of **DS_016 Location - Area**
	3. If the 'resolved crime' is completed then the following component part is mandatory: Offender (if resolved crime) **P_001 Offender**
	4. If 'Hate Crime' is 'Yes' then the following component part is mandatory: Correct Checks **DS_110 Correct Checks**
Validation Rules	1. **Date of Offence** must not be in the future 2. **Time of Offence** must not be in the future 3. **MO** must be at least 20 characters 4. See Component Standards for all components.
Related Terms	• Incident • Offender
Notes	• See General Validation Notes

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5.2: Incident

Ref No:	E_002	**Entity**	Incident		
Class:	Event	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	An event or situation with a range of consequences which requires arrangements to be implemented by one or more emergency responder agency. An incident is a possible crime, an event that one is not sure yet whether a crime has been committed.
Component Parts	1. The following component parts are mandatory: Incident Qualifiers — **DS_074 Home Office Classification** NSIR – Opening Code — **DS_091 NSIR Opening Code** NSIR - Closing Code — **DS_092 NSIR Closing Code** Person Information — **P_008 Subject (Not Offender, Victim or Witness)** Date of Incident — This is the date that the incident occurred. This is an instance of **DS_001 Generic Date** Time of Incident — This is the time that the incident occurred. This is an instance of **DS_002 Generic Time** Sequel — **DS_104 Sequel** 2. At least one of the following location component parts must be included: Incident Location – Address — **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Incident Location - Post Code — **DS_010 Postcode**

	Incident Location - Geometric	This is the Lat/Long Grid Reference for the Crime This is an instance of **DS_015 Location – Longitude, DS_014 Latitude**
	Incident Location - Area	This is a description of where the crime took place. This is an instance of **L_004 Location - Area**
Validation Rules	1. **Date of Incident** must not be in the future 2. **Time of Incident** must not be in the future 3. See Component Standards for all components.	
Related Terms		
Notes	• See General Validation Notes	

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5.3: Custody

Ref No:	E_003	**Entity**	Custody		
Class:	Event	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	Procedures that happen when someone is arrested and detained safely in custody until disposal.
Component Parts	1. The following component parts are mandatory: Custody Person Information **P_002 Suspect - Known** Arrest Summons Number **DS_073 Arrest Summons Number** Offence Code **DS_080 Offence Type (Offence Code)** Reason for Arrest **DS_086 Arrest Reason** Gender **DS_037 Gender** Self-defined Ethnicity This is the ethnicity as defined by the individual being brought into custody This is an instance of **DS_038 Ethnicity** Officer defined Ethnicity This is the ethnicity as defined by the arresting officer **DS_112 Officer Defined Ethnicity** Arresting Officer This is the officer arresting the individual This is an instance of **P_070 Collar Number** 2. At least one of the following component parts must be included: CRO Number **DS_071 CRO Number** PNC ID **DS_071 PNC ID**
Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

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5.4: Stop Search

Ref No:	E_004	**Entity**	Stop Search		
Class:	Event	**Owner:**		**Steward:**	
Version:		**Status:**	Draft	**Approval Date:**	

Minimum Completeness Requirement	
Description	The police have a range of statutory powers of stop and search available to them, depending on the circumstances. Most, but not all, of these powers require an officer to have reasonable grounds for suspicion that an unlawful item is being carried. The one thing the powers all have in common is that they allow officers to detain a person who is not under arrest in order to search them or their vehicle for an unlawful item. Drawn from College of Policing
Component Parts	1. The following component parts are mandatory: Nature of Stop **DS_105 Stop Nature** Given Name **DS_031 Given Name** Surname **DS_032 Surname** Date of Birth **DS_034 Date of Birth** Place of Birth **DS_035 Place of Birth** Date of Search This is date of the stop and search. It is an instance of **DS_001 Generic Date** Time of Search This is the time of the stop and search. It is an instance of **DS_002 Generic Time** Self-defined Ethnicity This is the ethnicity as defined by the person being stopped and searched. It is an instance of **DS_038 Ethnicity** Officer-defined Ethnicity This is the ethnicity as defined by the officer stopping and searching. It is an instance of **DS_038 Ethnicity** Search Officer This is the officer stopping and searching the individual. This is an instance of **P_070 Collar Number**

	2. At least one of the following location component parts must be included: Stop Location - Address **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Stop Location - Post Code **DS_010 Postcode** Stop Location - Geometric **DS_015 Location Longitude, DS_014 Latitude** Stop Location - Area **DS_016 Location Area**
Validation Rules	1. **Date of Birth** must not be in the future 2. **Date of Birth** must not be after date of death (if known) 3. **Date of Birth** must not be more than 120 years ago 4. **Date of Incident** must not be in the future 5. **Time of Incident** must not be in the future 6. **Time of Incident** is the time the incident is reported 7. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

5.5: Safeguarding

Ref No:	E_005	Entity	Safeguarding		
Class:	Event	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The term safeguarding covers a range of activities which is aimed at supporting adults to exercise their basic right to live a life free from the fear or reality of abuse, regardless of where they live or the situation they are in. Drawn from College of Policing Denote measures to protect the health and well-being and human rights of individuals, which allow people - especially children, young people and vulnerable adults to live free from abuse, harm and neglect. (Drawn from Law Enforcement Capability Model)
Component Parts	1. The following component parts are mandatory: Safeguarding Victim **P_004 Victim** Safeguarding Suspect **P_002 Suspect - Known** Repeat Victim **DS_093 Repeat Victim** Repeat Offender **DS_094 Repeat Offender** Any children present? **DS_095 Children Present** 2. At least one of the following location component parts must be included: Incident Location – Address **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Incident Location – Post Code **DS_010 Postcode** Incident Location – Geometric **DS_015 Location Longitude, DS_014 Latitude** Incident Location – Area **L_004 Location – Area**

Validation Rules	1. See Component Standards for all components.
Related Terms	
Notes	• See General Validation Notes

5.6: Anti-social Behaviour

Ref No:	E_006	Entity	Anti-social Behaviour		
Class:	Event	Owner:		Steward:	
Version:		Status:	Draft	Approval Date:	

Minimum Completeness Requirement	
Description	The Crime and Disorder Act (1998) definition of anti-social behaviour (ASB) is widely used by Crime and Disorder Reduction Partnerships (CDRPs) and Community Safety Partnerships (CSPs) involved in the RDS study. It defines ASB as follows: 'Acting in a manner that caused or was likely to cause harassment, alarm or distress to one or more persons not of the same household as (the defendant).' "Anti-social behaviour" means: (a)conduct that has caused, or is likely to cause, harassment, alarm or distress to any person, (b)conduct capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises, or (c)conduct capable of causing housing-related nuisance or annoyance to any person Anti-social Behaviour, Crime and Policing Act 2014 (legislation.gov.uk)
Component Parts	1. The following component parts are mandatory: ASB Reporting Person **P_018 Person Reporting** ASB Class **DS_106 ASB Class** ASB Type **DS_107 ASB Type** ASB Questionnaire? **DS_108 ASB Questionnaire** Repeat Victim **DS_093 Repeat Victim** 2. At least one of the following location component parts: Incident Location – Address **Address (DS_005, DS_007, DS_008, DS_009, DS_010)** Incident Location - Postcode **DS_010 Postcode**

	Incident Location – Geometric	**DS_014 Location – Latitude,**
		DS_015 Location – Longitude,
	Incident Location - Area	**DS_004 Location – Area**
Validation Rules	1. See Component Standards for all components.	
Related Terms		
Notes	• See General Validation Notes	

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Summary of all minimum POLE data standards

Serial No	Minimum Data Standard
003	Expected Due Date
004	Country
005	Site Location
006	Premises
007	Street
008	Town
009	County
010	Post Code
011	Property UPRN
012	Business Name
013	Unit Number
014	Location - Latitude
015	Location - Longitude
016	Location - Area
031	Given Name
032	Surname
033	Alias / Nickname
034	Date of Birth
035	Place of Birth
037	Gender
038	Self-defined ethnicity

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039	Build
040	Complexion
041	Eye Colour Left
042	Eye Colour Right
043	Distinguishing Feature
046	Hair Colour
047	Person Relationship
051	Telephone Type Code
052	Telephone Country
053	Telephone Number
054	Email Address
055	Social Media Tag
056	UK Passport Number
057	Foreign Passport Number
058	Passport Validity
059	Passport Country
060	National Insurance Number
061	UK Driving Licence Number
062	Foreign Driving Licence Number
063	Driving Licence Country
065	Vehicle - VRM
066	Vehicle - Make
067	Vehicle - Model
068	Vehicle - Shape

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069	Vehicle - Colour
070	Collar Number
071	Criminal Records Office Number
072	Police National Computer ID
073	Arrest Summons Number
074	Home Office Classification
075	Verification of Death
076	Date of Death
078	Categorisation of a crime
080	Offence Type (Offence Code)
083	Crime Outcome
084	Crime Status / Clear Up Method
086	Arrest Reason
088	MO (Modus Operondai)
091	NSIR Opening Code
092	NSIR Closing Code
093	Repeat Victim
094	Repeat Offender
095	Children Present
096	Hate Crime
097	Property - Category
098	Property - Description
099	Unique ID Number Type
100	Unique Number

101	Photograph Description
102	Photograph
103	Date of Photograph
105	Stop Nature
106	ASB Class
107	ASB Type
108	ASB Questionnaire
109	Telephone Extension
110	Correct Checks
111	SAFE number

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6. POLE Data Attribute Standards

003: Expected Due Date

003	
POLE Class	Person
Entity Group	Generic
Attribute Name	Expected Due Date
Attribute Description	Expected due date for unborn
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	Yes - Association exists with 'Pregnancy & Maternity'
Version	TBC
Approval Date	TBC
Minimum	10
Maximum	10
Default	
Value Range	00:00:00 - 23:59:59
Validation	1. Numeric 2. Must be a valid date in the format DD-MM-YYYY 3. Leading zeros should be included
Board	ISO
Owner	ISO 8601
Steward	
Based On	ISO 8601

004: Country code

004	
POLE Class	Location
Entity Group	Address
Attribute Name	Country
Attribute Description	A unique code representing a country
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	03

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Maximum	03
Default	GBR
Value Range	
Validation	1. Alphabetic 2. 3 Letter code
Board	ISO
Owner	ISO BS EN 3166
Steward	
Based On	ISO BS EN 3166-1
Additional Commentary	There is a standards countries list and ISO 3166-1 numeric codes are three-digit country codes defined in ISO 3166-1. The 3 letter codes are used for better visual association between codes and the country names. 3 letter code would be assigned with an associated country using a different data reference ISO BS EN 3166-2 and 3166-1-3

005: Site Location

005	
POLE Class	Location
Entity Group	Address
Attribute Name	Site Location
Attribute Description	Floor, Flat Number
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	05
Default	
Value Range	
Validation	1. Alphanumeric 2. Ground Floor = '0' 3. Either floor or flat number should be used - not both
Board	Royal Mail (ONS Postcode Directory (ONSPD))
Owner	Royal Mail
Steward	
Based On	ISO BS EN 3166

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006: Premises

006	
POLE Class	Location
Entity Group	Address
Attribute Name	Premises
Attribute Description	Premises Name or Number
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	Royal Mail (ONS Postcode Directory (ONSPD))
Owner	Royal Mail
Steward	
Based On	ISO BS EN 3166

007: Street

007	
POLE Class	Location
Entity Group	Address
Attribute Name	Street
Attribute Description	Street name
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	Royal Mail (ONS Postcode Directory (ONSPD))
Owner	Royal Mail

Steward	
Based On	ONS Postcode Directory (ONSPD)

008: Town

008	
POLE Class	Location
Entity Group	Address
Attribute Name	Town
Attribute Description	Town name
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	Royal Mail (ONS Postcode Directory (ONSPD))
Owner	Royal Mail
Steward	
Based On	ONS Postcode Directory (ONSPD)

009: County Name

009	
POLE Class	Location
Entity Group	Address
Attribute Name	County
Attribute Description	County name
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	

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Value Range	
Validation	1. Alphanumeric
Board	Royal Mail (ONS Postcode Directory (ONSPD))
Owner	Royal Mail
Steward	
Based On	ONS Postcode Directory (ONSPD)

010: Post Code

010	
POLE Class	Location
Entity Group	Address
Attribute Name	Post Code
Attribute Description	The code allocated by the Post Office to identify a group of postal delivery points
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	06
Maximum	08
Default	
Value Range	
Validation	1. Only valid UK postcodes should be used in this field, invalid and foreign postcodes / zip codes are to be placed in the fifth line of address - 'County'
	2. The outward code can be 2, 3 or 4 characters followed by a space and the inward code, which is 3 characters and is always NAA
	3. The outward code has seven valid formats, AN, ANN, AAN, AANN, ANA, AANA and AAA
	4. The letters I, J and Z are not used in the first position
	5. The letters I, J and Z are not used in the second position
	6. The only letters to appear in the third position are A, B, C, D, E, F, G, H, J, K, S, T, U and W
	7. The only letters to appear in the fourth position are A, B, E, H, M, N, P, R, V, W, X and Y
	8. The second half of the Postcode is always NAA and the letters C, I, K, M, O and V are never used

	9. GIR 0AA is the only Postcode that doesn't comply with the above validation rules.
Board	Royal Mail (ONS Postcode Directory (ONSPD))
Owner	Royal Mail
Steward	
Based On	ONS Postcode Directory (ONSPD)

011: Property UPRN

011	
POLE Class	Location
Entity Group	Address
Attribute Name	Property UPRN
Attribute Description	A Unique Property Reference Number (UPRN) is a unique numeric identifier for every addressable location in Great Britain, found in OS's Address Base products. An addressable location may be any kind of building, residential or commercial, or it may be an object that might not have a 'postal ' address – such as a bus shelter.
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	12
Maximum	12
Default	
Value Range	
Validation	A Unique Property Reference Number (UPRN) is a unique numeric identifier for every addressable location in Great Britain, found in OS's Address Base products. An addressable location may be any kind of building, residential or commercial, or it may be an object that might not have a 'postal' address – such as a bus shelter.
Board	Ordnance Survey
Owner	Ordnance Survey
Steward	
Based On	Ordnance Survey

Additional commentary	National Statistics UPRN Lookup (NSUL) - Uses the NSUL allocates source statistics at address level to a wide range of higher geographies in conjunction with Ordnance Survey's AddressBase® product. The NSUL allocates each current GB address to an Output Area (OA) using the UPRN

012: Business Name

012	
POLE Class	Object
Entity Group	Business Name
Attribute Name	Property UPRN
Attribute Description	Name of Business
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	N/A
Owner	None
Steward	
Based On	None

013: Unit Number

013	
POLE Class	Location
Entity Group	Address
Attribute Name	Unit Number
Attribute Description	Business unit number
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01

Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	N/A
Owner	None
Steward	
Based On	None

014: Location Latitude

014	
POLE Class	Location
Entity Group	Address
Attribute Name	Location - Latitude
Attribute Description	A measure of how far a location is either north or south of the equator
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	10
Maximum	14
Default	
Value Range	90°00'00.0"S - 90°00'00.0"N -90°00'00.0" - +90°00'00.0"
Validation	1. Alphanumeric 2. 0 = Equator 3. Value must be preceded by '+' or '-' (+ = Northern Hemisphere, - = Southern Hemisphere) OR followed by 'N' (For north of the Equator) and 'W' (For south of the Equator) 4. Formats = DD°MM'SS.S" 5. Integer element is a fixed length therefore leading 0's MUST be included
Board	ISO
Owner	ISO
Steward	

Based On	ISO6709 - Standard representation of geographic point location by coordinates. It is the international standard for representation of latitude, longitude and altitude for geographic point locations

015: Location - Longitude

015	
POLE Class	Location
Entity Group	Address
Attribute Name	Location - Longitude
Attribute Description	A measure of how far a location is either east or west of the equator
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	11
Maximum	15
Default	
Value Range	180°00'00.0"W - 180°00'00.0"E -180°00'00.0" - +180°00'00.0"
Validation	1. Alphanumeric 2. 0 = Prime Meridian 3. Value must be preceded by '+' or '-' (+ = East of Prime Meridian, - = West of Prime Meridian) OR followed by 'E' (For east of Prime Meridian) and 'W' (For west of Prime Meridian) 4. Formats = DDD°MM'SS.S" 5. Integer element is a fixed length therefore leading 0's MUST be included
Board	ISO
Owner	ISO
Steward	
Based On	ISO6709 - Standard representation of geographic point location by coordinates. It is the international standard for representation of latitude, longitude and altitude for geographic point locations

016: Location - Area

016	
POLE Class	Location
Entity Group	Address
Attribute Name	Location - Area
Attribute Description	A short description of a location to be used in the absence of postcode or geometric location
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	1
Maximum	100
Default	
Value Range	Free text
Validation	1. Alphanumeric
Board	ISO
Owner	ISO
Steward	
Based On	ISO6709 - Standard representation of geographic point location by coordinates
Additional commentary	We have retained as free text with guidance on what should be included in Entity validation.

031: Given Name

031	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Given Name
Attribute Description	The forename(s) or given name(s) of a person
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35

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Default	
Value Range	
Validation	1. Alphanumeric 2. No consecutive spaces
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	CJS Data source (e-GIF and BSEN 7372: 1993)

032: Surname

032	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Surname
Attribute Description	Part of a person's name which is used to describe family, clan, tribal group or marital association
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric 2. No consecutive spaces
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	CJS Data source (e-GIF and BSEN 7372: 1993)

033: Alias / Nickname

033	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Surname
Attribute Description	Part of a person's name which is used to describe family, clan, tribal group or marital association

Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric 2. No consecutive spaces
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	None

034: Date of Birth

034	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Date of Birth
Attribute Description	The date of birth of a person
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	Yes - Association exists with 'Age'
Version	TBC
Approval Date	TBC
Minimum	10
Maximum	10
Default	
Value Range	
Validation	1. Date of Birth must not be in the future 2. Date of Birth must not be today's date 3. Date of Birth must not be later than person's date of death where held 4. Date of Birth must not be more than 120 years ago. 5. Date of Birth for
Board	ISO
Owner	ISO

Steward	
Based On	ISO8601

035: Place of Birth

035	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Place of Birth
Attribute Description	A person's town of birth
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	Potential influence on protected characteristic 'Age'
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	NSAB
Owner	Royal Mail
Steward	
Based On	ONS Postcode Directory (ONSPD)
Additional commentary	The ONS publishes major towns and cities with 9 digit reference codes in the UK. If this is used for international town of birth - free text may necessary

037: Gender

037	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Gender
Attribute Description	Gender Classification
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Yes - Association exists with 'Sex' and 'Gender Reassignment'
Version	TBC
Approval Date	TBC
Minimum	01

Maximum	35
Default	
Value Range	Male
	Female
	Trans Male
	Trans Female
	Non Binary
	Intersex
	Not Specified
	Non Known
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - DIVERSITY, EQUALITY & INCLUSION (LGBT)
Steward	
Based On	Census 21 guidance

038: Self Defined Ethnicity code

038	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Self-defined ethnicity code
Attribute Description	Ethnicity of a person (Self defined or observed)
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Yes - Direct alignment to 'Race'
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	35
Default	
Value Range	1.White -English / Welsh / Scottish / Northern Irish / British
	2. White Irish
	3. White Gypsy or Irish Traveller
	4. White - Any other White background
	5. Mixed -White and Black Caribbean
	6. Mixed -White and Black African
	7. Mixed -White and Asian
	8.Mixed -Any other Mixed / multiple ethnic background
	9. Asian- Indian

	10. Asian -Pakistani
	11. Asian - Bangladeshi
	12. Asian -Chinese
	13. Asian -Any other Asian background
	14. Black - African 15. Black - Caribbean 16.Black -Any other Black / African / Caribbean background
	17. Other - Arab
	18. Other - Any other ethnic group 19. Prefer not to say Unknown
Validation	1. Alphanumeric
	2. First digit is Alphabetic
	3. Second digit is Numeric
	4. Descriptor is short ethnic description
Board	NSAB
Owner	NPCC - DIVERSITY, EQUALITY & INCLUSION (Race, Religion & Belief Portfolio)
Steward	
Based On	ONS 18+1 Ethnicity Code (also used in Workforce Data National Standards)

112: Observed Ethnicity code

038	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Observed ethnicity code
Attribute Description	The seven values (6+1) used in various Police applications to describe a person's ethnic appearance to a third party.
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Yes - Direct alignment to 'Race'
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	35
Default	
Value Range	0 not recorded/not known
	1 White - North European
	2 White - South European
	3 Black
	4 Asian
	5 Chinese, Japanese or any other South East Asian

	6 Arabic or North African8.Mixed -Any other Mixed / multiple ethnic background
Validation	1. Alphanumeric, Values 0 thru 6. 4. Descriptor is short ethnic description
Board	NSAB
Owner	NPCC - DIVERSITY, EQUALITY & INCLUSION (Race, Religion & Belief Portfolio)
Steward	
Based On	None

039: Person Build

039	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Person Build
Attribute Description	Person's body description
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	03
Maximum	35
Default	
Value Range	Medium Broad Heavy Thin Fat Stocky Slim Large Slight Small Proportionate U/K
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)

Steward	
Based On	PND - PersonBodyDescriptionBuildList

040: Person's Complexion

040	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Person Build
Attribute Description	Person's body description
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Fresh
	Albino
	Ruddy
	Fair
	Pale
	Tanned
	allow
	Dark
	Swarthy
	U/K
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - PersonBodyDescriptionComplexionList

041: Eye Colour Left

041	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Person Build
Attribute Description	Colour of person's LEFT eye

Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Blue
	Brown
	Green
	Grey
	Hazel
	Pink
	U/K
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - PersonBodyDescriptionEyeLeftColourList

042: Eye Colour Right

042	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Person Build
Attribute Description	Colour of person's RIGHT eye
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Blue
	Brown
	Green
	Grey

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	Hazel
	Pink
	U/K
	Unmapped Local Code
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - PersonBodyDescriptionEyeRightColourList

043: Distinguishing Feature

043	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Distinguishing feature
Attribute Description	Class of distinguishing feature
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Lacking
	Mark
	Peculiar
	Pierced
	Scarred
	Tattoo
	Unmapped Local Code
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - PersonBodyDistinguishingFeatureFeatureList

046: Hair Colour

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POLE Class	Person
Entity Group	Person Description
Attribute Name	Hair Colour
Attribute Description	Colour of hair on a person's head
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Black Fair Grey Mousey White Blue Green Orange Purple Yellow Pink Blonde Brown Dark Brown Light Brown Ginger Red Auburn Sandy Multi Other None
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - PersonHairColourDyedColourList

047: Person Relationship

047	
POLE Class	Person
Entity Group	Person Description
Attribute Name	Person Relationship
Attribute Description	Relationship to Person
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Yes - Association exists with 'Sexual Orientation'
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	See PND Database LinkedPersonRolePersonRelationshipReasonList
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - LinkedPersonRolePersonRelationshipReasonList

051: Telephone Type Code

051	
POLE Class	Object
Entity Group	Virtual Address
Attribute Name	Telephone Type Code
Attribute Description	Code denoting type of telephone number given
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	04
Maximum	04
Default	
Value Range	LANH Landline-Home
	LANW Landline-Work
	MOBH Mobile-Home

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	MOBW Mobile-Work
	FAXH Fax-Home
	FAXW - Fax-Work
	PAGH Pager-Home
	PAGW Pager-Work
Validation	1. Alphabetic
Board	NSAB
Owner	TBC
Steward	
Based On	CJS

052: Telephone Country

052	
POLE Class	Object
Entity Group	Virtual Address
Attribute Name	Telephone Type Code
Attribute Description	Name of country assigned to telephone country code
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	03
Maximum	07
Default	
Value Range	ISO standards: E.123 and E.164
Validation	1. Alphanumeric
Board	International Telecommunication Union (ITU)
Owner	International Telecommunication Union (ITU)
Steward	
Based On	ITU (E.123 and E.164)

053: Telephone Number

053	
POLE Class	Object
Entity Group	Virtual Address
Attribute Name	Telephone Number

Attribute Description	Telephone number including country code eg +441234567890 (note no leading zero after country code and no spaces between characters)
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	11
Maximum	35
Default	
Value Range	ISO standards: E.123 and E.164
Validation	1. Alphanumeric ('+' required for international dialling code) 2. No spaces between characters
Board	International Telecommunication Union (ITU)
Owner	International Telecommunication Union (ITU)
Steward	
Based On	ITU (E.123 and E.164)

054: Email Address

054	
POLE Class	Object
Entity Group	Virtual Address
Attribute Name	Email Address
Attribute Description	Electronic mail address
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	05
Maximum	120
Default	
Value Range	
Validation	1. Alphanumeric 2. Must be of the form 'local-name@domain' 3. Must include '@'
Board	NSAB
Owner	NPCC - IMORCC

Steward	
Based On	IETF RFC5322 Section 3.4.1 (https://datatracker.ietf.org/doc/html/rfc5322)

055: Social Media Tag

055	
POLE Class	Object
Entity Group	Virtual Address
Attribute Name	Social Media Tag
Attribute Description	A virtual identity usually relating to person or persons or an organisation
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	
Validation	1. Alphanumeric 2. Format should be 'Social Media Platform' - 'Tag'
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	None
Additional commentary	A person / organisation / persons can have multiple social media tags (captured in Entity Description) No specific standard is given and each social media platform may have its own standard / format. Retained free text with format guidance.

056: UK Passport Number

056	
POLE Class	Person
Entity Group	Identity

Attribute Name	UK Passport
Attribute Description	To identify a particular person by their UK passport number
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	07
Maximum	09
Default	
Value Range	

Validation	1. Two types only:
	 OLD:
	 - Must be 7 characters
	   - 1 alphabetic followed by 6 numeric
	   or
	   - 6 numeric followed by 1 alphabetic
	 NEW:
	 - Must be 9 numeric characters

Board	Her Majesty's Passport Office (HMPO)
Owner	Her Majesty's Passport Office (HMPO)
Steward	
Based On	Her Majesty's Passport Office (HMPO)

057: Foreign Passport Number

057	
POLE Class	Person
Entity Group	Identity
Attribute Name	Foreign Passport Number
Attribute Description	To identify a particular person by their foreign passport number
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	

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Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	
Additional commentary	This is free text to allow for multiple formats that may be used in international countries.

058: Passport Validity

058	
POLE Class	Person
Entity Group	Identity
Attribute Name	Foreign Passport Number
Attribute Description	To identify whether a passport is in or out of date
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	03
Default	
Value Range	Yes
	No
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	

059: Passport Country

059	
POLE Class	Person
Entity Group	Identity
Attribute Name	Passport Country
Attribute Description	To identify issued country of passport
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No

Version	TBC
Approval Date	TBC
Minimum	03
Maximum	03
Default	
Value Range	
Validation	1. Alphabetic 2. 3 Letter code
Board	ISO
Owner	ISO BS EN3166
Steward	
Based On	ISO BS EN 3166
Additional commentary	There is a standards countries list and ISO 3166-1 numeric codes are three-digit country codes defined in ISO 3166-1. The 3 letter codes are used for better visual association between codes and the country names. 3 letter code would be assigned with an associated country using a different data reference ISO BS EN 3166-2 and 3166-1-3

060: National Insurance Number

060	
POLE Class	Person
Entity Group	Identity
Attribute Name	National Insurance Number
Attribute Description	To identify a particular person by their National Insurance Number (NINO)
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	09
Maximum	09
Default	
Value Range	
Validation	1. Must be 9 characters 2. First 2 characters must be alphabetic 3. Next 6 characters must be numeric 4. Final character can be A, B, C, D or space 5. First character must not be D, F, I, Q, U or V

	6. Second character must not be D, F, I, O, Q, U or V
	7. First 2 characters must not be combinations of GB, NK, TN or ZZ (ie neither GB nor BG etc...)
Board	Department of Work & Pensions (DWP)
Owner	Department of Work & Pensions (DWP)
Steward	
Based On	Department of Work & Pensions (DWP)

061: UK Driving License Number

061	
POLE Class	Person
Entity Group	Identity
Attribute Name	UK Driving License Number
Attribute Description	To identify a particular person by their driver number
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	16
Maximum	16
Default	
Value Range	
Validation	1. Must be 16 characters
	2. First 5 characters are alphanumeric
	3. Next 6 characters must be numeric
	4. Next 3 characters are alphanumeric
	5. Last 2 characters are alphabetic
	6. Second character of numeric section can only be 0, 1, 5 or 6
	7. Fourth and fifth characters of numeric section must be in the range of 01 to 31
Board	Driver & Vehicle License Agency (DVLA)
Owner	Driver & Vehicle License Agency (DVLA)
Steward	
Based On	Driver & Vehicle License Agency (DVLA)

062: Foreign Driving License Number

062	
POLE Class	Person

Entity Group	Identity
Attribute Name	Foreign Driving License Number
Attribute Description	To identify a particular person by their foreign driving licence number
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	NPCC - IMORCC
Additional commentary	This is free text to allow for multiple formats that may be used in different countries

063: Driving License Country

063	
POLE Class	Object
Entity Group	Identity
Attribute Name	Driving License Country
Attribute Description	To identify country where driving license was issued
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	03
Maximum	03
Default	
Value Range	
Validation	1. Alphabetic 2. 3 Letter code
Board	ISO
Owner	ISO

Steward	
Based On	ISO BS EN 3166
Additional commentary	There is a standards countries list and ISO 3166-1 numeric codes are three-digit country codes defined in ISO 3166-1. The 3 letter codes are used for better visual association between codes and the country names. 3 letter code would be assigned with an associated country using a different data reference ISO BS EN 3166-2 and 3166-1-3

065: Vehicle VRM

065	
POLE Class	Object
Entity Group	Vehicle
Attribute Name	Vehicle VRM
Attribute Description	Identifies the unique registration mark of a vehicle
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	11
Default	Free text
Value Range	
Validation	1. Alphanumeric 2. No spaces are to be used
Board	DVLA
Owner	DVLA
Steward	
Based On	DVLA
Additional commentary	This is free text to allow for multiple formats that may be used in different countries. This could be separated out to allow for UK versus Foreign with DVLA validation available for UK

066: Vehicle Make

066	
POLE Class	Object

Entity Group	Vehicle
Attribute Name	Vehicle Make
Attribute Description	The brand of the vehicle
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	DVLA
Owner	DVLA
Steward	
Based On	PND
Additional commentary	This is free text to allow for multiple formats that may be used in different countries. This could be separated out to allow for UK versus Foreign with DVLA validation available for UK

067: Vehicle Model

067	
POLE Class	Object
Entity Group	Vehicle
Attribute Name	Vehicle Model
Attribute Description	The model of the vehicle
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	DVLA
Owner	DVLA

Steward	
Based On	PND
Additional commentary	This is free text to allow for multiple formats that may be used in different countries. This could be separated out to allow for UK versus Foreign with DVLA validation available for UK

068: Vehicle Shape

068	
POLE Class	Object
Entity Group	Vehicle
Attribute Name	Vehicle Shape
Attribute Description	Vehicle Body / Shape
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	DVLA
Owner	DVLA
Steward	
Based On	PND - ConveryanceVehicleBodyShapeList

069: Vehicle Colour

069	
POLE Class	Object
Entity Group	Vehicle
Attribute Name	Vehicle Colour
Attribute Description	Colour of the vehicle
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01

Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	DVLA
Owner	DVLA
Steward	
Based On	N/A

070: Collar Number

070	
POLE Class	Person
Entity Group	Identity
Attribute Name	Collar Number
Attribute Description	To identify a particular person when that person is a police worker and has been allocated a collar number
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	10
Default	
Value Range	
Validation	1. Alphanumeric 2. Up to 10 characters
Board	NSAB
Owner	NPCC - WORKFORCE (People Management Portfolio)
Steward	
Based On	NPCC

071: Criminal Records Office Number

071	
POLE Class	Object
Entity Group	Identity
Attribute Name	Criminal Records Office Number
Attribute Description	To identify a particular person by their Criminal Records Office Number

Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	12
Default	
Value Range	
Validation	1. Up to 12 characters 2. Either: NNNNNN/YYD i.e. a 1 to 6 digit serial number (leading zero suppressed) followed by an oblique, a two digit year part and a check character OR SF YY/NNNNNND i.e. the characters SF (no fingerprints held) followed by a 2 digit year part (39 - 95 inclusive) an oblique a 1 to digit (leading zero suppressed) serial number and a check character. 3. The numeric part of the CRO/SF number having been converted to a single numeric value (YYNNNNNN for a full CRO Number YYNNNNN for a post-64 SF Number and NNNNNN for a pre-65 SF Number (using leading zeroes for serial part) and passed through the standard Modulus 23 algorithm must generate a remainder value that matches the given check character. 4. Check characters are A - Z excluding I O and S.
Board	ACRO
Owner	ACRO
Steward	
Based On	PNC
Additional commentary	The unique number assigned by the National identification Services (NIS) or from late 1988 by National Automated Fingerprint Identification System (NAFIS) to identify the subject

072: Police National Computer ID

072	
POLE Class	Object
Entity Group	Identity
Attribute Name	Police National Computer ID
Attribute Description	To identify a particular person by the number allocated by poice when creating a record on the PNC

Standard Type	System Generated
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	13
Maximum	13
Default	
Value Range	
Validation	1. 13 characters 2. Format: YYYY/NNNNNNND 3. A single value made of 2 digit year part and a fixed 7 digit serial part, i.e. YYNNNNNNN, (leading zeroes used to expand serial part to 7 digits) is put through the Modulus 23 algorithm. 4. The derived value is divided by 23 and the modulus (remainder) converted to a character i.e. 1 is A , 2 is B, 3 is C, ...to 0 is Z (ignoring I, O and S).
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	CJS

073: Arrest Summons Number

073	
POLE Class	Object
Entity Group	Identity
Attribute Name	Arrest Summons Number
Attribute Description	To identify a particular defendant by their arrest / summons number (ASN), allocated by Police (or other prosecutor) when a defendant is arrested or summonsed
Standard Type	System Generated
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	20
Maximum	21
Default	
Value Range	

Validation	None
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	CJS

074: Home Office Classification

074	
POLE Class	Object
Entity Group	Incident
Attribute Name	Home Office Classification
Attribute Description	The Home Office Stats Code to which the offence belongs. The Home Office Stats Code to which the offence belongs. This consists of two elements separated by a '/'. This is required for Home Office Management Information reporting
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	06
Maximum	06
Default	
Value Range	
Validation	1. Alphanumeric 2. Three numerics followed by '/' followed by two numerics (ie NNN/NN)
Board	Home Office
Owner	Home Office
Steward	
Based On	Home Office
Additional commentary	This consists of two elements separate by a '/'. This is required for Home Office Management Information reporting Linked to DS_80 (Offence Type)

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075: Verification of Death

075	
POLE Class	Object
Entity Group	Incident
Attribute Name	Verification of Death
Attribute Description	Options for corroborating deaths
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Details recorded as stated Details used as currently held by force Details used as currently held by PNC/PND Death certificate produced Unmapped Local Code
Board	NSAB
Validation	1. Alphanumeric
Owner	NPCC - IMORCC
Steward	
Based On	PND - PersonDeathCorroborationStatusList

076: Date of Death

076	
POLE Class	Object
Entity Group	Incident
Attribute Name	Date of Death
Attribute Description	Date of Death
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	

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Value Range	
Validation	1. Numeric
	2. Must be a valid date in the format DD-MM-YYYY
	3. Leading zeros should be included
Board	ISO
Owner	ISO
Steward	
Based On	ISO8601

078: Crime Type

078	
POLE Class	Object
Entity Group	Incident
Attribute Name	Crime type
Attribute Description	Categorisation of a crime
Standard Type	Police National to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	See PND database
Validation	1. Numeric
	2. Must be a valid date in the format DD-MM-YYYY
	3. Leading zeros should be included
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?
Steward	
Based On	PND - OrganisedCrimeGroupCriminalityAssessmentAssessmentCrimeTypeList

080: Offence Type (Offence Code)

080	
POLE Class	Event
Entity Group	Incident
Attribute Name	Offence Type (Offence Code)
Attribute Description	Type of Offence

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Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	07
Maximum	08
Default	
Value Range	See PND database
Validation	1. Alphanumeric AAYYNNN or COML NNN or XX00 NNN (all with an optional eighth character (A) to qualify an Offence Code as an offence of either attempting aiding and abetting, conspiring or inciting to commit an offence). Note also that the quote marks are not part of the validation but are used here to show literal content (e.g. MD71101 [Misuse of Drugs Act 1971 class B drug (cannabis)]) where: AA is a code identifying an Act or other source (e.g. MD) YY is the year of the Act etc (e.g. 71) NNN is a three digit number with leading zeroes as required identifying an Offence Reason within the Act etc. (e.g. 101) not necessarily inferring 101 or more offences within the act in the example given. If the optional eighth character(A) is present then it must be one of the four following codes: A attempting B aiding and abetting C conspiring I inciting Or where: COML is a literal to denote common laws followed by NNNA as above. Or where: XX00 is a literal to denote an indictment rather than a charge followed by NNNA as above.
Board	PNLD
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?
Steward	
Based On	Police National Legal Database (PNLD)

084: Crime Status / Clear up Method

084	
POLE Class	Event
Entity Group	Incident
Attribute Name	Crime Status / Clear Up Method
Attribute Description	Outcome of Incident
Standard Type	Police National to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	See PND Database (52 values)
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?
Steward	
Based On	PND - PersonCrimeClearUpMethodList

086: Arrest Reason

086	
POLE Class	Event
Entity Group	Incident
Attribute Name	Arrest Reason
Attribute Description	Selected list of Arrest Reasons used to define the reason for arrest
Standard Type	Police National to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	See PND Database (264 values)
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?

Steward	
Based On	PND - ArrestDetentionReasonList

088: MO (Modus Operandai)

088	
POLE Class	Event
Entity Group	Incident
Attribute Name	MO (Modus Operondai)
Attribute Description	Description of entry, exit methods, means employed, instruments, locations and victims and characters assumed.
Standard Type	Police National to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	20
Maximum	300
Default	
Value Range	
Validation	1. Alphanumeric 2. Minimum of 20 characters
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?
Steward	
Based On	PND
Additional commentary	We have retained free text at present. CLMS_Context_PND_v5_7 provides 3 layers of classification which may be a preferred approach.

091: NSIR Opening Code

091	
POLE Class	Object
Entity Group	Incident
Attribute Name	NSIR Opening Code
Attribute Description	National Standard for Incident Reporting Opening code.
Standard Type	Police National to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC

Minimum	03
Maximum	03
Default	
Value Range	
Validation	1. Numeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?
Steward	
Based On	NISR 2011

092: NSIR Closing Code

092	
POLE Class	Object
Entity Group	Incident
Attribute Name	NSIR Closing Code
Attribute Description	National Standard for Incident Reporting Closing code
Standard Type	Police National to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	03
Maximum	03
Default	
Value Range	
Validation	1. Numeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)?
Steward	NISR 2011
Based On	NISR 2011

093: Repeat Victim

093	
POLE Class	Person
Entity Group	Incident
Attribute Name	Repeat Victim
Attribute Description	Whether the person has been a victim previously
Standard Type	Free text

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Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	03
Default	
Value Range	Yes No
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	

094: Repeat Offender

094	
POLE Class	Person
Entity Group	Incident
Attribute Name	Repeat Offender
Attribute Description	Whether the person has been an offender previously
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	03
Default	
Value Range	Yes No
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	

095: Children Present

095	

POLE Class	Object
Entity Group	Incident
Attribute Name	Children Present
Attribute Description	Were children present at the time
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	03
Default	
Value Range	Yes
	No
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - IMORCC
Steward	
Based On	

096: Hate Crime

096	
POLE Class	Object
Entity Group	Incident
Attribute Name	Hate Crime
Attribute Description	What type of Hate Crime - allowing for other non-monitored strands
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Association exists with 'Sexual Orientation' and 'Race'
Version	TBC
Approval Date	TBC
Minimum	03
Maximum	25
Default	
Value Range	N/A
	Race
	Religion
	Sexual Orientation
	Transgender

	Other
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - DIVERSITY, EQUALITY & INCLUSION (Hate Crime Portfolio)
Steward	
Based On	College of Policing Guidance
Additional commentary	This lists '5 monitored strands of Hate Crime'. Hate crime requires motivation by a hostility or prejudice based on one of these strands. There is also allowance for 'non-monitored' strands as well. These are not covered as the minimum standard.

097: Property - Category

097	
POLE Class	Object
Entity Group	Property
Attribute Name	Property - Category
Attribute Description	Categorisation of property defined by PND
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Potential link to protected characteristic 'sexual orientation' and 'race'
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Drawn from PND (59 Items)
Validation	1. Alphanumeric 2. One option only to be drawn from list
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - ObjectCategoryList

098: Property - Description

098	
POLE Class	Object
Entity Group	Property
Attribute Name	Property - Description

Attribute Description	A short description of the property
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	

099: Unique ID Number Type

099	
POLE Class	Object
Entity Group	Property
Attribute Name	Unique ID number type
Attribute Description	Type of Identity Number
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC -CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	PND - ObjectIdentityNumberList

100: Unique Number

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100	
POLE Class	Object
Entity Group	Property
Attribute Name	Unique number
Attribute Description	ID or Serial number for the property under consideration
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC -CRIME OPS (Performance and Standards portfolio)
Steward	
Based On	

101: Photograph Description

101	
POLE Class	Object
Entity Group	Property
Attribute Name	Photograph description
Attribute Description	Description of the photograph
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC -CRIME OPS (Performance and Standards portfolio)
Based on	

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102: Photograph

102	
POLE Class	Object
Entity Group	Property
Attribute Name	Photograph
Attribute Description	Photograph of person
Standard Type	Image
Minimum Standard	Yes
Protected Characteristic	Yes - Association might exist with some protective characteristics
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	
Validation	1. Alphanumeric
Board	
Owner	
Based on	

103: Date of Photograph

103	
POLE Class	Object
Entity Group	Property
Attribute Name	Photograph
Attribute Description	Photograph of person
Standard Type	National
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	1. Numeric 2. Must be a valid date in the format DD-MM-YYYY 3. Leading zeros should be included
Validation	1. Alphanumeric

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Board	ISO
Owner	ISO
Based On	ISO8601

105: Stop Nature

105	
POLE Class	Event
Entity Group	Incident
Attribute Name	Stop Nature
Attribute Description	Code A of PACE Act 1984 classification
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	Yes
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	1. Numeric 2. Must be a valid date in the format DD-MM-YYYY 3. Leading zeros should be included
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - OPERATIONS (Stop and Search Portfolio)
Based On	College of Policing Guidance (CODE A Revised Code of Practice for the exercise by: Police Officers of Statutory Powers of stop and search Police Officers and Police Staff of requirements to record public encounters)

106: ASB Class

106	
POLE Class	Object
Entity Group	Incident
Attribute Name	ASB Class
Attribute Description	Category of Anti-social Behaviour
Standard Type	Police national to be agreed

Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Personal Nuisance Environmental
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - LOCAL POLICING (Anti-Social Behaviour & Arson portfolio)
Based On	NSIR 2011 (The National Standard for Incident Recording) (incorporating the National Incident Category List)

107: ASB Type

107	
POLE Class	Object
Entity Group	Incident
Attribute Name	ASB Type
Attribute Description	Type of Anti-social behaviour
Standard Type	Police national to be agreed
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	35
Default	
Value Range	Vehicle abandoned Vehicle nuisance or inappropriate use Rowdy or inconsiderate behaviour Rowdy or nuisance neighbours Littering or drugs paraphernalia Animal problems Trespassing Nuisance calls Street drinking

	Prostitution-related activity
	Nuisance noise
	Begging
	Misuse of fireworks
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - LOCAL POLICING (Anti-Social Behaviour & Arson portfolio)
Based On	Metropolitan guidance

108: ASB Questionnaire

108	
POLE Class	Object
Entity Group	Incident
Attribute Name	ASB Questionnaire
Attribute Description	Whether or not an Anti-social Behaviour questionnaire has been completed
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	02
Maximum	03
Default	
Value Range	Yes
	No
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - LOCAL POLICING (Anti-Social Behaviour & Arson portfolio)
Based On	

109: Telephone Extension

109	
POLE Class	Object
Entity Group	Object
Attribute Name	Telephone extension
Attribute Description	Extension number to a telephone number exchange
Standard Type	Free text
Minimum Standard	Yes

Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	06
Default	
Value Range	
Validation	1. Numeric
Board	NSAB
Owner	NPCC - IMORCC
Based On	

110: Correct Checks

110	
POLE Class	Event
Entity Group	Object
Attribute Name	Correct Checks
Attribute Description	Confirmation that the correct checks have been undertaken in the case of a Hate Crime
Standard Type	Free text
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	01
Maximum	120
Default	
Value Range	Yes No
Validation	1. Alphanumeric
Board	NSAB
Owner	NPCC - DIVERSITY, EQUALITY & INCLUSION (Hate Crime Portfolio)
Based On	

111: SAFE Number

111	
POLE Class	Object
Entity Group	Object

Attribute Name	SAFE number
Attribute Description	Safe contact number of relative/person to contact
Standard Type	International
Minimum Standard	Yes
Protected Characteristic	No
Version	TBC
Approval Date	TBC
Minimum	11
Maximum	35
Default	
Value Range	Yes No
Validation	1. Alphanumeric ('+' required for international dialling code) 2. No spaces between characters
Board	CJS
Owner	NPCC - DIVERSITY, EQUALITY & INCLUSION (Hate Crime Portfolio)
Based On	CJS
Additional commentary	The complete telephone number should always be used. STD codes no longer have an geographic significance. Data elements elsewhere in the Data Standards will refer to this entry for details on length and validation

7. References

- **Anti-social Behaviour, Crime and Policing Act 2014** - Anti-social Behaviour, Crime and Policing Act 2014 (legislation.gov.uk)
- **APP College of Policing (CoP)** - *Stop and search (college.police.uk)* - The police have a range of statutory powers of stop and search available to them, depending on the circumstances. Most, but not all, of these powers require an officer to have reasonable grounds for suspicion that an unlawful item is being carried
- **APP College of Policing (CoP)** - the professional body for the police in England and Wales. It was established in 2012 to take over a number of training and development roles that were the responsibility of the National Policing Improvement Agency. *Missing Person entity class - Missing persons (college.police.uk)*
- **Association of Chief Police Officers (ACPO)** – was a not-for-profit private limited company that for many years led the development of policing practices in England, Wales and Northern Ireland. Now superseded by the National Police Chiefs' Council. Safeguarding and Investigating the Abuse of Vulnerable Adult information Microsoft Word - VA Mature Draft v9.doc (college.police.uk)
- **Code of Practice for Victims of Crime** – introduced in 2006, setting out the minimum levels of service which victims can expect from agencies that are signatories to it.
- **Code of Practice for the Law Enforcement Data Service (LEDS)** - This Code provides a framework and operational context for relevant authorities, such as Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) to monitor how LEDS is governed, managed and used.
- **Crime and Disorder Act (1998)** - Crime and Disorder Act 1998 (legislation.gov.uk)
- **Driver and Vehicle Licensing Agency (DVLA)** – maintains a database of drivers in Great Britain and a database of vehicles for the entire United Kingdom.
- **Department for Work and Pensions (DWP)** – government department responsible for welfare and pension policy.
- **Law Enforcement Capability Model** – a framework for Law Enforcement that is developed collaboratively with Forces and other Law Enforcement bodies. The model has 3 levels – Strategy, Business capabilities and business processes and Services that support business processes.
- **Management of Police Information (MoPI)** – a section of the APP on information management which was developed to support the Code of Practice for Management of Police Information 2005 and is being updated to align with the revised the Code of Practice on Information and Records Management. Provides guidance designed to contribute to enhanced public safety by improving the ability of the police service to properly manage and share operational information within a nationally consistent framework.
- **National Crime Agency (NCA)** – A national law enforcement agency in the United Kingdom. It is the UK's lead agency against organised crime; human, weapon and drug trafficking; cybercrime; and economic crime that goes across regional and international borders. **NCA Guidance on reporting routes relating to vulnerable persons** - *Microsoft Word - Vulnerable Person Reporting Routes Nov 2016 v0.3 (nationalcrimeagency.gov.uk)*
- **Witness Definition** - *What is WITNESS? definition of WITNESS (Black's Law Dictionary) (thelawdictionary.org)*

- **Safeguarding Vulnerable Groups Act 2006** - Safeguarding Vulnerable Groups Act 2006 (legislation.gov.uk)
- *https://www.police.uk/pu/contact-the-police/what-and-how-to-report/what-report/*
- **Police and Criminal Evidence Act 1984 (PACE**) NPIA LPG1.7.04. - *PACE Code D (publishing.service.gov.uk)*