



**Freedom of Information Request Reference N°: FOI 000514-19**

I write in connection with your request for information received by Suffolk Constabulary on the 30 January 2019 in which you sought access to the following information:

1. *“What is your understanding of Electronic Presentation/Preparation of evidence (EPPE)?*
2. *Do you rely on the Crown Prosecution service for (EPPE) provision?*
3. *What is your protocol for submission of multimedia evidence (i.e. CCTV) to the Crown Prosecution Service?”*

**Response to your Request**

The response provided below is correct as of 11 February 2019

Suffolk Constabulary has considered your request for information and the response is below.

1. The Constabulary considers this to relate to the creation of case files electronically, which is what our crime system, Athena, is used for.

As a force, we produce our case documents on Athena to provide a way to then send the documents via an electronic link to CPS. CPS in turn then serve defence and the court with an electronic bundle of case documents. CPS will then prosecute in court with the electronic case file utilising Court equipment, screens to show some exhibits, i.e. photographs.

2. All the case evidence is prepared by the police and sent via electronic link to CPS who then present and serve on other agencies
4. Discs are used at present by the police to download all media and then served on CPS – they are now starting to use the ‘egress’ system to upload media, which is a shared platform used by other agencies

Should you have any further queries concerning this request, please contact Clair Pack, FOI Decision Maker, quoting the reference number shown above.

A full copy of the Freedom of Information Act (2000) can be viewed on the ‘Office of Public Sector Information’ web-site;  
<http://www.opsi.gov.uk/>



Suffolk Constabulary is not responsible for the content, or the reliability, of the website referenced. The Constabulary cannot guarantee that this link will work all of the time, and we have no control over the availability of the linked pages.



Your Right to Request a Review of Decisions Made Under the Terms of the  
Freedom of Information Act (2000).

If you are unhappy with how your request has been handled, or if you think the decision is incorrect, you have the right to ask Suffolk Constabulary to review their decision.

Ask Suffolk Constabulary to look at the decision again.

If you are dissatisfied with the decision made by Suffolk Constabulary under the Freedom of Information Act (2000), regarding access to information, you must notify Suffolk Constabulary that you are requesting a review within 40 working days of the date of its response to your Freedom of Information request. Requests for a review should be made in writing and addressed to:

*Freedom of Information Decision Maker  
Information Management Department  
Suffolk Constabulary  
Police Headquarters  
Martlesham Heath  
Ipswich  
Suffolk  
IP5 3QS  
OR  
Email: [information@suffolk.pnn.police.uk](mailto:information@suffolk.pnn.police.uk)*

In all possible circumstances Suffolk Constabulary will aim to respond to your request for us to look at our decision again within 20 working days of receipt of your request for an internal review.

The Information Commissioner.

After lodging a request for a review with Suffolk Constabulary, if you are still dissatisfied with the decision, you can apply to the Information Commissioner for a decision on whether the request for information has been dealt with in accordance with the requirements of the Act.

For information on how to make application to the Information Commissioner please visit their website at [www.ico.org.uk](http://www.ico.org.uk) or contact them at the address shown below:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Telephone: 01625 545 700