Memorandum of Understanding between True Vision and partners

1. Introduction

The symbols database has been created by True Vision using open source research with the help of volunteers, staff from the True Vision team, contributions from law enforcement agencies across the UK, Europe and the world, alongside charities and NGO's. The aim is to provide a tool that will assist those committed to the prevention and detection of hate crime and hate speech and to protect all communities affected by intolerance. Its intention is to provide a searchable database of symbols and images you may come across on any cyber related platform, media or even as a tattoo or physical image.

Not every image on the database will be a hate symbol and some e.g. football club crests are provided because they may appear in similar locations so they could provide background information or may eliminate concerns.

True Vision will host and maintain this service but it will welcome submissions for consideration from any partner using the service to add to the database. Users can submit drafts through the web access.

2. Legal Basis

The database is an intelligence and information tool only. Every effort is made to maintain accuracy and we would welcome any corrections or citations that could assist other users.

No image from the database should be used as evidence in any investigation without first providing provenance. Links are provided to ‘experts’ or the True Vision team may be able to assist in identifying the right person to provide expert evidence, but inclusion on the database should not be itself used as evidence.

If required as evidence the onus is on the user who needs it to research and format as evidence to the standard required within their criminal justice jurisdiction or civil court jurisdiction.

True Vision are sharing this information with any law enforcement agency, charity or NGO considered appropriate for the sole purpose of reducing the harm caused by hate crime and hate speech.

The database or records shall not be shared outside the partner organisation without the express permission of the copyright owner. Please contact True Vision if you need to discuss.

Permission will never be given for any commercial use of the database or its contents.

3. Purpose of the agreement

The purpose of this agreement is to set the guidelines for using the symbols database.

Detail the purpose and procedures by which information can be accessed by our partners. (see section 5)

Outline the information the database will share with partners and how True Vision expects partners to handle the information (see sections 6 to 8)
4. **Definition of those permitted to access the database.**

It is anticipated that True Vision will share the database with any partner law enforcement agency invested in the promotion of human rights and prevention of hate crime.

It will be shared with any charity or NGO whose aims are to prevent hate crime and promote human rights.

Access will be granted by the True Vision team to those who request it and who are willing to accept the terms of use.

5. **Process and Procedure**

A request will be made for access to the system which will be held on a server managed by True Vision. Once access rights are granted the user will be able to view and research the database using a key word search. They will take the information they need and format themselves to how they need this.

The database will be continuously developed and users will also be able to submit a Symbol or image to be added through the link on the web access. If new information or intelligence was considered worthy to be added to an already existing record or there are any factual corrections then such new information should be submitted via email to truevision@gmp.police.uk and the database and would be updated if agreed by the team.

**Partner responsibilities:**

- To access the database the partner will sign up to the agreement and be given access rights to the system.
- Although access is not restricted to designated or nominated persons the partner should expect to introduce an element of controlled access for their users. Password access can be changed by the host and partners should request a change if they think their access may have been shared outside the organisation.
- The partner can hold the information as long as it deems appropriate to a task or process it is conducting. The information must be retained by the partners and managed in line with their own records retention guidelines.
- Information will be held on the partner agencies systems who will have a controlled access and recording system.
- The partner agency should request permission from True Vision if they are to forward any of the information to any agency or person who does not have access rights and who intend to use it for a task or process within their own area of business outside the partners. True Vision would have no responsibility for how that image is then used.

**True Vision responsibilities:**

- True Vision will maintain the database in working order for those to view records.
- True Vision will review and authorise submissions made by partner agencies for symbols and information they would like to be added to the database.
- True Vision will amend any information that is proved to be factually incorrect or highlights any personal data.
- To maintain database with data, whether personal or otherwise that has only been obtained and assured to have have obtained from freely available open source research.

6. **Security and Assurance**

The user is expected to use the information they obtain with integrity and respect recognising the symbols, images and wording within represent hate and prejudice and in the wrong hands could be used for purposes that are clearly not within the spirit of the database.
**Partner responsibilities:**

- A partner should only use the information in accordance with the purpose they have obtained it. Whether this is for the protection and safeguarding of a person or persons, for the prevention and detection of crime or whether this is purely for intelligence to share with other partners who have the same vested interest in preventing hate crime and promoting human rights.
- To only hold the information whilst there is a business need to keep and ensure that only those with a genuine business need to see the information will have access to it.
- Store the information they have received securely and in accordance with the partners central government standards of that region, for example in secure premises or on secure IT systems.
- Move, store, secure and destroy any information appropriately and securely in line with principles set out for that region.
- Provide True Vision with examples and brief case studies where use of the database has assisted in protection and prevention issues for hate crime to monitor the requirement for the database to exist.
- Partners to agree to provide signed (written or electronic) assurance they have complied with these undertakings.

**True Vision responsibilities:**

- True Vision will ensure that all symbols and information contained within have come from legitimate sources and do not contain any misleading or prejudicial information.

7. **Data Protection Legislation**

Nothing within this Memorandum of Understanding should limit any receiving partner’s legal obligation under any Date Protection legislation regardless of the government jurisdiction. All symbols and information have been obtained from open source techniques or if the image is of an individual it is hoped there is nothing to identify their personal details.

All the symbols and information within should be relevant, necessary and proportionate for the partner agency to achieve their task of process.

True Vision will be the Data Controller (as required for UK based matters) however as there should be no personal data within there should be no need to determine its processing.

8. **Freedom of Information (FOI) Act 2000**

Public Sector Bodies in the UK are subject to the requirements of the Freedom of Information Act 2000 (FOI) and shall assist and co-operate with each other to enable each department to comply with their information disclosure obligations.

In the event of one department receiving a FOI request or the equivalent dependant on the government jurisdiction and relevant national legislation, that involves disclosing information that has been provided by True Vision or another department, the department in question will notify the other to allow it the opportunity to make representations on the potential impact of disclosure.

10. **Reporting and review arrangements**

This MOU will be reviewed within one year of coming into effect.

11. **Contact Details**

Any complaints, problems, issues etc. that are specific to the information exchanges covered by this MoU should immediately be referred to the True Vision Team at