



## **CHAIR'S UPDATE AND STATEMENT IN RELATION TO THE DISSEMINATION OF MATERIAL TO CORE PARTICIPANTS**

**ISSUED ON 9 JUNE 2022**

This statement relates to the sending of material to Core Participants by the Inquiry and the systems in place to protect the sensitivity of the material being disclosed. Given the sensitivity of the material to be disclosed the following requirements have been deemed necessary by the Chair to protect the information and to ensure every Core Participant can have equal access (subject to any restriction order).

1. All Core Participants will be able to view the material disclosed by the Inquiry subject to any restriction order placed on it by the Chair.
2. The system for disclosure will be via the Box Document system employed by the Inquiry.
3. Prior to being provided with access to 'Box' every Core Participant (which means in the case of groups 1, 2 and 3, each individual who is a Core Participant and, in relation to organisations, all those within the Core Participant organisation who wish to view material) must sign a confidentiality undertaking.
4. Each individual Core Participant in Groups 1, 2 and 3 and within the Core Participant organisations, will have a unique access log-in specific to them and which is only accessible using their email address.
5. In relation to designated legal representatives, each person requiring access must sign an undertaking. The firm involved will be responsible for ensuring the confidentiality undertaking is fully complied with.
6. Each counsel requiring access will be asked to sign a confidentiality agreement and will be provided access using an email log-in.
7. No individual may pass on any material received by them to any person nor publish it in any way. This does not prevent individual Core Participants discussing the content of the material with their designated legal representatives and counsel.
8. Each user will find that every document is watermarked with their individual identity.
9. Individual users who are not legal representatives will have viewing rights only. They will be able to view all the material disclosed but not download or print it.

10. Designated legal representatives will have the ability to download and, once saved separately, to annotate, mark and print material. (Further explanation and training will be given by the Secretary to the Inquiry).
11. Special arrangements will be made for those who have signed the confidentiality agreement but do not have access to an electronic system which allows them to view disclosed material on Box. The Inquiry will allow the designated representatives for such individuals to assist them to view any relevant material electronically. Alternatively printed material may be shown by the designated representative to individual clients but the designated representative must retain the material thereafter securely. The Inquiry team can also assist such individuals to view material at the Inquiry premises.
12. Any breach of these requirements by way of deliberate unauthorised disclosure may result in the person involved being reported for possible prosecution, denial of access to the Box system and removal of Core Participant status.

Tom Kark QC

Chair

9 June 2022