

RECORD OF INTERVIEW

Case reference

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Person interviewed: Place of interview: Date of interview: Time commenced: Time concluded: Duration of interview: Interviewer(s): Other persons present:	Exhibit No: Signature of transcriber producing exhibit	
Question number	Person speaking	Text
1	OFFICER	This is a voluntary interview. You do not have to say anything. But it may harm your defence if you do not mention when questioned something which you later rely on in court. Anything you do say may be given in evidence.
	INTERVIEWEE	
2	OFFICER	Do you understand the meaning of the caution?
	INTERVIEWEE	
3	OFFICER	If you wish, you may have a friend with you at the interview. Do you wish to have a friend with you?
	INTERVIEWEE	
4	OFFICER	If you wish you can obtain legal advice, at your expense, before the interview. Do you wish to obtain legal advice at your expense?
	INTERVIEWEE	
5	OFFICER	I am again providing you with an opportunity to complete a census questionnaire, so you can avoid the risk of being prosecuted, receiving a criminal conviction and being fined up to £1,000. Do you wish to complete a census questionnaire, here and now?

	INTERVIEWEE	
6	OFFICER	<p>A. Were you living at this address on the night of Sunday 21 March 2021? [If “yes” go to question 10, if “no” go to question 7]</p> <p>OR</p> <p>B. Were you a person responsible for this address on the night of Sunday 21 March 2021? [Go to question 11]</p>
	INTERVIEWEE	<p>A.</p> <p>B.</p>
7	OFFICER	<p>If “no” to question 6A, follow up questions:</p> <p>A. Where were you living?</p> <p>B. Were you recorded on the census questionnaire for that address?</p>
	INTERVIEWEE	<p>A.</p> <p>B.</p>
8	OFFICER	<p>Did you stay at this address on the night of Sunday 21 March 2021? [If “yes” go to question 10, if “no” go to question 9]</p>
	INTERVIEWEE	
9	OFFICER	<p>If “no” to question 8, follow up questions:</p> <p>A. Where did you stay?</p> <p>B. Were you recorded on the census questionnaire for that address?</p>
	INTERVIEWEE	<p>A.</p> <p>B.</p>
10	OFFICER	<p>If “yes” to questions 6A and 8:</p> <p>A. Do you own or rent this address, either on your own or jointly?</p> <p>B. Do you pay the household bills - for example, council tax, water, electricity, gas, food – at this address, either on your own or jointly?</p>

	INTERVIEWEE	A. B.
11	OFFICER	<p><i>If “no” to question 6B, follow up question:</i></p> <p>A. <i>When did you become responsible for this address?</i></p> <p><i>If “yes” to question 6B, follow up questions:</i></p> <p>B. <i>What is your official job title?</i></p> <p>C. <i>How would you describe your role at this communal establishment?</i></p>
	INTERVIEWEE	A. B. C.
12	OFFICER	<p>A. You are therefore a householder and in law you are responsible for completing and returning the census questionnaire. Why are you refusing to complete the census questionnaire?</p> <p>OR</p> <p>B. <i>You are therefore a person responsible for this communal establishment and in law you are responsible for completing and returning the census questionnaire for this establishment. Why are you refusing to complete the census questionnaire?</i></p>
	INTERVIEWEE	A. B.
13	OFFICER	Do you have anything further to say?
	INTERVIEWEE	
14	OFFICER	<p>Do you wish to make a written statement under caution?</p> <p>If “yes”: The officer (Name.....) provided the interviewee (Name.....) with the option to record the statement of their own free will or for the census assistant (Name.....) to write down what the interviewee said.</p>

15	INTERVIEWEE	<p>I have read the questions and answers contained on (number of pages.....) sheets of paper and I have been told that I can correct, alter or add anything I wish. I confirm that the questions and answers are a true and accurate record of the interview between:</p> <p>Name of Officer asking the questions.....</p> <p>Name of Assistant recording the answers.....</p> <p>And myself (Name of interviewee).....</p> <p>On (Date).....</p>
16	OFFICER	<p>I am reporting you for the consideration of prosecuting you for failing to complete:</p> <ul style="list-style-type: none">• your Census 2021 questionnaire OR• <i>the Census 2021 questionnaire for this communal establishment</i>
	INTERVIEWEE	

Householder's signature

Officer's signature

Assistant's signature

