

REPORT OF A BREACH OF THE CODE OF PRACTICE FOR STATISTICS

1. Core Information [\[guidance\]](#)

Title and link to statistical output	UK armed forces and UK civilian operational casualty and fatality statistics https://www.gov.uk/government/collections/uk-armed-forces-and-uk-civilian-operational-casualty-and-fatality-statistics
Name of producer organisation	MOD, Defence Statistics Health
Name and contact details of person dealing with report	Responsible Statistician, Defence Statistics Health DefStrat-Stat-Health-DepHd-Vets@mod.gov.uk
Link to published statement about the breach (if relevant)	NA
Date of breach report	6 November 2019

2. Circumstances of breach [\[guidance\]](#)

Relevant principle(s) and practice(s)	Practice T3.3, T3.4 - content of a statistical report has been shared before publication with someone not on the relevant pre-release access list.
Date of occurrence of breach	6 November 2019
<p>The official (to be published) version of the official statistic was sent to an email address within the MOD who should not have received it.</p> <p>This occurred because the recipient had moved post within MOD but Outlook was still showing them in their previous position. They therefore incorrectly received the stat instead of the new incumbent of the position.</p> <p>The breach was identified at once when the pre-release email was sent, and the incorrect email address appeared. This was at 09:35.</p> <p>Defence Statistics Health emailed the incorrect addressee to ask them to delete the email as a matter of urgency, explaining that they were not to have received the information.</p>	

3. Impact of the breach [\[guidance\]](#)

<p>Minimal. The breach was identified instantly and the recipient that incorrectly received the information was contacted and instructed to delete the email from their inbox immediately. The recipient still works within the MOD, however in a different team. The email was deleted without being read and information was not released outside the organisation or shared more widely.</p>

4. Corrective actions (taken or planned) to prevent re-occurrence [\[guidance\]](#)

<ol style="list-style-type: none"> 1. The incident has heightened awareness of using the correct email address. The breach will be discussed at the team meeting, so that people who do not regularly send official statistics or who are new to the process are also reminded. 2. All pre-release addressees will be contacted a fortnight before pre-release in future to determine whether they need to receive the publication, and to confirm that email addresses are still current and correct. 3. Update desk instructions to include guidance on checking email addresses. 4. MOD wide communication will be tightened e.g. briefings, email cascades, workshops etc. to ensure learnings are cascaded to all.
