

## **Guidance for Completing Annual Prosecutor Summary of Wiretap Reports (Form WT-1)**

This form is to be completed by the prosecutor to provide a summary of the number of interceptions being reported for the year, including information required by the Congress on the number of wiretaps where encryption was encountered. The completed WT-1 Form is to be e-mailed to [SD-Wiretap@ao.uscourts.gov](mailto:SD-Wiretap@ao.uscourts.gov). The form must be received by the Administrative Office by March 31<sup>st</sup> of the year following the termination of the wiretap.

For federal cases, federal law enforcement agencies are required to submit the completed WT-1 Form to the Office of Enforcement Operations of the U.S. Department of Justice.

When all of the reports for individual wiretaps for the year have been compiled and prepared for submission, the prosecutor should complete a Form WT-1 to summarize the reports being submitted for the jurisdiction. The report contains two sections, one related to wiretaps terminated in the current year and a second related to wiretaps terminated in earlier years but being reported this year for the first time. For each of the two sections, report:

1. Total Number of Reports Submitted - indicate the number of WT-2 reports being submitted (should equal the sum of Items 2 and 3 below);
2. Number of Applications Denied - indicate the number of WT-2 reports being submitted (as indicated in Item 1 above) where the application was denied;
3. Number of Applications Granted - indicate the number of WT-2 reports being submitted (as indicated in Item 1 above) where the application was granted;
4. Number Where Encryption Was Encountered - indicate the number of WT-2 reports being submitted (as indicated in Item 3 above) where encryption of any kind was encountered; and
5. Of Those With Encryption, Number Where Encryption Prevented Law Enforcement from Obtaining the Plain Text of Communication Intercepted - indicate the number of WT-2 reports where encryption was involved (as indicated in Item 4 above) AND this encryption prevented law enforcement from obtaining the plain text of the communication.
6. Date – enter the date the form was completed.
7. Jurisdiction (Federal Prosecutors only) – enter the name of the jurisdiction authorized in the application or order.
8. Jurisdiction (State Prosecutors only) – enter the name of the jurisdiction authorized in the application or order.

9. Contact Name – enter the name of the person to be contacted for questions about this form.
10. Title – enter the title of the contact person.
11. Telephone – enter the telephone number of the contact person.