

## WORK RECORD [2]

NAME/ADD/TEL: Brian Altman Q.C., 2 Bedford Row, London, WC1R 4BU (baltman GRO)

SOLICITORS: Gavin Matthews, Bond Dickinson

CASE: Post Office Ltd

### PREPARATORY AND/OR WRITTEN WORK

Date	Description of work	Hours	Total
5/10/13	Drafting review [1] in part ctd	11:15-13:00	1 ¾ hrs
		13:30-16:15	2 ¾ hrs
6/10/13	Drafting review [1] in part ctd, proof-reading, revising and editing	10:00-12:30	2 ½ hrs
		15:30-18:15	2 ¾ hrs
		19:00-19:45	45 mins
7/10/13	Drafting review [1] in part ctd, proof-reading, revising and editing ctd	10:00-13:45	3 ¾ hrs
		15:00-18:15	3 ¼ hrs
		18:30-19:00	30 mins
8/10/13	Drafting review [1] in part ctd, proof-reading, revising and editing ctd; drafting review [2] in part; emailing Andy Parsons; telecom with Andy Parsons re AH (10:05 for 17	08:30-13:15	4 ¾ hrs

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	minutes)		
		14:00-18:30	4 ½ hrs
9/10/13	Drafting review [2] in part; reading further material sent by AP	08:00-13:00	5 hrs
		13:45-17:00	3 ¼ hrs
10/10/13	Drafting review [2] in part and revising and editing	08:15-11:00	2 ¾ hrs
		11:30-13:00	1 ½ hrs
		13:45-15:15	1 ½ hrs
13/10/13	Final proof-reading and revising and amending of Review [1] and part revision of review [2]	18:30-20:30	2 hrs
14/10/13	Final revisions following telephone con with GM (16:30 for 26 minutes)	16:30-17:30	1 hr
17/10/13	Reading several materials sent on 16/10/13 by email (POL Code of Conduct; Governance docs etc)	07:30-10:00	2 ½ hrs
18/10/13	Reading new material obtained from POL (investigations policy documents) & revising and writing review [2]	08:30-13:15	4 ¾ hrs

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		14:45-17:00	2 ¼ hrs
19/10/13	Revising review document [2]	15:00-18:30	3 ½ hrs
20/10/13	Revising review document [2] and submitting draft 1 to BD	09:30-14:00	4 ½ hrs
21/10/13	Further revising review document [2] & submitting it to BD, following telecom with GM (14:15 for 17 mins)	14:15-15:15	1 hr
23/10/13	Revising review [2]	09:30-11:30	2 hrs
24/10/13	Reading and annotating CK prosecution policy document received from BD, and revising document accordingly, as well as further revision following GM telecom (11:15 for 26 minutes)	08:00-12:45	4 ¾ hrs
25/10/13	Further consideration & revision of review document in light of additional comments; and considering and revising GM CCRC response letter	10:30-12:45	2 ¼ hrs
27/10/13	Proof-reading review document [2] & further revision	09:00-10:45	1 ¾ hrs
		13:15-13:45	30 mins
17/11/13	Final proof-reading of review [2] and revising certain parts of it; reading Simon Clarke	10:15-13:00	2 ¾ hrs

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	document in advance of telecom tomorrow and considering the apparent issues		
18/11/13	Pre-conference preparation – reading settlement document and email correspondence & reviewing SC advice	16:15-17:00	45 mins
19/12/13	Final edit as per requests and submission	17:00-17:30	30 mins
		<b>TOTAL</b>	<b>78 HOURS</b>

### CONFERENCES/TRAVEL

Date	Detail	Hours (inc. travel)	Total
17/10/13	Telephone con with GM & POL security (Rob King and Andy Hayward)	10:00-10:30	30 mins
	Telephone con with GM alone on matters arising	10:40-10:50	10 mins
22/10/13	Conference in 2BR chambers with Chris Aujard and GM in attendance	16:00-17:45	1 ¾ hrs
12/11/13	Telephone con with Rodric Williams	18:10-18:30	20 mins
18/11/13	Telephone con with GM	13:45-14:00	15 mins

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	Telephone con with Rodric Williams, Jarnail Singh, GM and AP	17:00-18:15	1 ¼ hrs
		<b>TOTAL</b>	<b>4 ¼ HOURS</b>