

14

# Memo

3<sup>rd</sup> October 2008

Fraud Team Post Office Limited

c.c. Mike Wilcox

**POST OFFICE LIMITED v SUSAN JANE RUDKIN**  
**CASE NO: POLTD/0809/0101**

Read and noted thank you. In my opinion the evidence is sufficient to afford a realistic prospect of conviction of the above named on the charge set out on the attached Schedule. You will note that I have charged the offence of theft at this stage however it may well be that as the case progresses that we may wish to consider the false accounting charges. Could you therefore please let me have the relevant copies of the Trading Statements.

In view of the serious nature of this offence and theft of £43,894.15 this offender should be prosecuted.

This case is, in my opinion, more suitable for trial in the Crown Court. Once the decision has been made please proceed to obtain summons.

No further statements need be obtained at this stage.

If the Defendant should elect trial or if the Magistrates refuse jurisdiction or if a Not Guilty plea is entered, the Investigation Manager should obtain and associate all necessary statements and exhibits. I list below the statements which appear to be necessary in this case, but the Investigation Manager should also consider whether there are any other areas which can usefully be covered and include any such evidence.

- 1 Copy statement regarding Ms Rudkin's appointment, duties and role in the Ibstock Post Office. I should be grateful if this statement could cover the training and explaining in detail of how the Horizon system operates and the various documents it produces.
- 2 Statement from Paul Field dealing with his involvement in the matter and also producing the audit of the Office.
- 3 Statements from the Investigating Officer Colln Price dealing with his involvement in the enquiry.
- 4 Copy statement from Mike Wilcox and Gary Thomas dealing with the interview and searches.



The Real Network

Legal Services

**GRO**

Tel: **GRO**  
Fax: **GRO**  
Postline: **GRO**  
[www.royalmail.com](http://www.royalmail.com)

# Memo

Cont...

## 5 Any continuity statements.

In this event, please prepare one set of typed copies of those statements and exhibits. Please also prepare typed draft lists of statements and exhibits (statements to appear in chronological order and exhibits in the same order in which they are produced by the witnesses). A separate typed list of witnesses, showing their addresses, should also be supplied.

You will be aware of the provisions of the Criminal Procedure and Investigations Act 1996 concerning disclosure. Please confirm whether there is any material which might reasonably be considered capable of undermining the Prosecution case or assisting the Defence case and which has not already been disclosed. Please also let me have Forms CS006C, D and E in any event.

The papers must be sent to this Office at least 14 days before the proposed committal proceedings or summary trial date.

There will be an application for compensation in the sum of £43,894.15.

If you wish to make an application for investigation costs could you please let me have a breakdown schedule prior to the first hearing. In the event of a conviction, an application will be made to recover these costs pursuant to Section 18 of the Prosecution of Offences Act 1965. I would be grateful if when making an application for investigation costs the Court is provided with the information that Royal Mail Limited is a private prosecutor and a brief explanation of how these costs are calculated. If you require any assistance please do not hesitate to contact me.

The prosecution will be conducted by my Agent Mr John H Dove, Solicitor Advocate, **GRO** (Telephone No. **GRO**). Please liaise with Agents before fixing a hearing date.

If in the meantime you have any queries please do not hesitate to contact me.

**GRO**

Jarnail Singh  
Senior Lawyer  
Criminal Law Division

**GRO**

Ref: CRM/260283/JSX

**GRO**

Moved to  
Barton On Trent.  
23/3/09.

Phoned  
11/2/09 re  
+ wife