

21 January 2011



Mrs Joan Bailey  
Howey Post Office  
Llandrindod Wells  
LD1 5PT

Post Office Ltd  
Old Swan Crown Office  
489 Prescot Road  
Liverpool  
L13 3BU

Tel: **GRO**

Dear Mrs Bailey

**Re: Howey Post Office Branch**

Telephone conversations of today 21 January 2011 refers.

At the recent audit AT Howey Post office branch on 5 January 2011 a number of irregularities in the accounts have come to light and these matters need to be explored with you. In order that you have an opportunity to discuss the circumstances, I am writing to invite you to attend a voluntary interview with the Post Office Ltd Security Investigation Team.

In order to progress this matter with some urgency would you please give me two dates in the next two weeks that you would be available. When I have received your reply, I will send you the necessary details to enable you to attend for interview.

If you would like to telephone me to arrange mutually convenient dates then please do on the number above.

I must remind you that we are investigating possible criminal offences and as such the proposed interview will be under caution and taped recorded.

Your legal rights will be explained to you in full at the interview, however so that you are aware of them I will detail a brief summary of them now.

1. Should you attend the interview - it is on a voluntary basis - you do **NOT** have to remain at the interview - you are **NOT under arrest**.
2. You may wish to seek legal advice from a solicitor before you attend this interview - Your solicitor may also attend the interview with you.
3. In addition to your right to consult with or have a solicitor present - you may also have a Post Office friend present. This friend is classed as someone over the age of 18 years of age and is currently employed by the Post Office, he or she must not be involved in the enquiry.

Alternatively if you engage the services of a solicitor you may pass this letter onto your solicitors for them to deal with.

21 January 2011

Yours sincerely

Stephen Bradshaw  
*Fraud Investigator*  
*Post Office Ltd Security Team*