

Royal Mail Group

ROYAL MAIL GROUP – CONFIDENTIAL
Record of Taped Interview

Summary Record of Taped Interview

Person interviewed: Khayyam ISHAQ (KI)
Place of Interview: Training Room
Bradford Delivery Office

Exhibit No: SB/19**Number of pages:** 8**Signature of interviewer producing****Date of Interview:** 27 September 2011**Time commenced:** 11.10**Tape reference no.:** 071404**Time concluded:** 11.33**Duration of Interview:** 23 MINUTES**Interviewing Officers:** Stephen BRADSHAW (SB)

Kevin RYAN (KR)

Other persons present: Musa PATEL (MP) - SOLICITOR

Tape counter times	Person speaking	TEXT
		Voice identification of everyone present and the nature of the enquiry explained. Permission to tape record given.
1.30		KI cautioned and reminded of legal rights. KI told (1) he is not under arrest, (2) is free to leave, (3) is entitled to legal representation and advice including the right to speak with a Solicitor and (4) is entitled to read the Police and Criminal Evidence Act 1984 Codes of Practice setting out the rules and rights governing the conduct of this interview. The necessary form completed and signed – Solicitor present.
4.30		The Royal Mail Employee Rights to a Friend at an interview or search form GS003 completed and signed. Offer of friend – friend declined.
6.00		The reason for this interview was explained to KI and MP.

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6.40	SB	In the first interview you stated that you both completed the Branch Trading Statement and the cash declaration is that still correct?
	KI	Yes
	SB	Right, what you are saying is that is that Mr Liaquat also took part in doing the cash declarations of a night, even though Mr Liaquat said that he did not do any cash declarations, you are saying that is untrue?
	KI	He counted the cash and obviously used to write on a piece of paper, how much cash there was.
	SB	Right, you counted the cash, who actually inputted the cash declaration onto the Horizon screen?
	KI	Sometimes he did sometimes I did.
	SB	So what you are saying, he said to us that his sole responsibility was only to serve customers, but I accept that he has probably assisted sometime with the balance.
	KI	Yes
7.35		KI confirmed that the shop opened at six thirty and the Post Office was open nine to half five, did not close for lunch and the shop closed at five thirty.
		KI also confirmed that he sometimes gave Mr Liaquat a lift and was with him when the shop opened
	SB	You said at the first interview that his hours of attendance were 10 to 4 o'clock and you did nine to ten and then finish off at four o'clock to half past five, is that still the case?
	KI	His core hours were between 10 and 4 and they were flexible. We did, he did slide them himself
9.00	SB	Again he did say to us that he worked Monday to Friday, nine to half five every day.
9.05	KI	That was up to him, his core hours were set, obviously if you can imagine it is a business, we set him core hours that he is going have to work, beyond that if he wanted to work that was offered to him at the time.

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		KI was asked if he had any records regarding the time keeping of Mr Liaquat.
	KI	We did not have a time sheet.
	SB	How was he was paid for these extra hours. Did you pay him or
	KI	In his wage
		It was explained that if he worked these extra hours then there would be a record of the hours. KI was asked if these extra hours were reflected in Mr Liaquat's wage slips.
10.22	KI	I don't think so because it was time in lieu and stuff like that was given to him, added onto his holidays and stuff like that. There is no money involved in that.
	SB	Was there any paper record for the time in lieu?
	KI	No because obviously he did have a figure, I asked him to write it down and remind me. But he use to take half a day off, you know during the week, I'm going at this time and we just let him go because obviously we knew he had worked those hours.
		KI confirmed that he took Mr Liaquat's word for the amount of hours owed to him.
11.15	SB	You also said in your first interview that you never shared any passwords, he didn't know yours and you did not know his. Is that still the case did you not know his password
11.22	KI	No
11.25	SB	Because Mr Liaquat says to us, initially which is the normal way of setting up the system, you gave Mr Liaquat his password and he would be prompted to change his password
	KI	After that I don't know
	SB	Right, what he is saying to us is that he changed his password when he was prompted and he told you on every occasion what his new password was because that is what he thought he had to do. Is that the case?
	KI	No
12.00	SB	So, what you are saying is that he never came to you with a

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		password?
	KI	No, I still even to this day I don't know, I usually set them up and then that is it. It is their job to remember it.
	SB	Again on part of the first interview you said that when you use to do a balance, you balanced on a monthly basis. Did you do anything on a weekly basis? Did you balance and roll over into the next period, because it is broken up into balance period one, two, three and four. Did you roll from balance period one into two, into three to four and then produce your Branch Trading Statement.
	KI	I think we did KR asked KI did he balance every Wednesday as opposed to once a month.
13.00	KI	I think we did a balance for the cash and for what we assumed what was there A discussion took place regarding the balance.
13.45		KI was asked when the final figure was reached on the balance either on the Wednesday or the end of the month was Mr Liaquat present.
	KI	Sometimes he will be there, sometimes he would leave a bit earlier you know start the balance, he would do the cash count and then sometimes he would say he was going and I said to him you go and I'll finish off and sometimes he use to stay right to the end.
14.10	KI	Because I was showing him how to do the balancing as well it was in his interest to stay back and learn how to do the balance. SB explained to KI that it was our understanding that he was never present at the end of the balance.
14.30	KI	He may not have been looking at the screen but he was there.
	SB	In the first interview when we were speaking about the two balances with the large amounts. You said that when you reached the first one which I think is SB/8 the one for £4211.21, which was shown as being short, the explanation you gave was that you have already completed the balance and you had found some cash in the

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		drawer
	KI	On the side
	SB	Not in the drawer on the side
	KI	I think it was in the side
15.20	SB	You said that it was the cash you had never counted
	KI	Yes because we had started the balance process and he had forgot to include that cash and then goes I forgot to do it
	SB	And then you completed the balance process and you were £4211 out, what you had done was put the cash in. So the £4200 short on the account put the cash in and this would straighten the account for the next trading period wouldn't it because you had put the money in? Is that still the case?
	KI	Yes
16.05		It was said to KI that Mr Liaquat had said that he was never told about any discrepancy and he had forgotten to count cash.
16.15	KI	I think that he forgets most things that you tell him, you can tell him what to do today he would probably forget that
		KI explained that it was a small office and Mr Liaquat was stood there and said that he had forgot this one and we had already started the balance and there was nothing more that he could do. KI said that just put it back in the safe (meaning the money) and that is what Mr Liaquat did.
		KI said that he had forgotten to mention that.
17.00		SB explained the following month (SB/9) there was another shortage of £3658.13 and KI had said exactly the same that Mr Liaquat had forgotten to count the cash.
17.20	KI	I was teaching him how to do the balance and how to count the cash and put the cash into the system. Now for those two balances he forget to do that, you know he left the cash there, once he had left it on the side, the other one he had left it in the drawer.
	SB	So what you are saying in that Mr Liaquat is mistaken and he did not the cash was there on both these occasions and that is why

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		these are the two occasions when you have never contacted Chesterfield because you had said that you always get in touch with Chesterfield when you had a loss
	KI	Yes
	SB	In the first interview we covered some of the losses that were shown and had settled centrally because we had these two (inaudible) you saying that you didn't contact Chesterfield for these ones was the cash was on the side
18.10	KI	The cash was there
	SB	And it is still the case that in TP8 the £3658 that all the money was found and put in and the same for TP7 £4211 and it is not a roll of once loss from one to another.
18.30	KI	No
		SB explained to KI that he had said that he had never physically counted the cash or stock when he received a remittance and that he would populate the figures. SB explained what was meant by populated figures.
		KI then spoke to MP (inaudible)
19.55	MP	I think what he is telling you he did count the cash that was received but it was the stock that he was on about.
	SB	When the cash came in you counted the cash, you counted the bundles then count the individual notes
	KI	Not always, we did count on occasions, we would count it and put it away
		KI explained that because they were counting the cash weekly they would count the cash anyway.
	SB	So all the cash was actually physically counted
	KI	Yes, when in bundles it wasn't counted but when it was loose obviously it was counted
20.35	SB	So what you are saying is that you never counted the stock
		It was explained that Mr Liaquat was of the understanding that KI physically counted the cash and stock.

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21.00	SB	So what you are saying is that he is mistaken again and that you only physically counted the cash
	KI	Anyway when the cash came in, the rems came in he was never there, maybe he was there on occasions but he never saw what was happening so he can't clarify that.
	SB	Of a morning who got the cash and stock out
	KI	Because his role has progressed as well as we have gone on, we did, I originally set him up and we didn't use to take out the bulk cash, we use to use what ever was in the hoppers and in the small little tub that we had to run the counter that is what we would put out in a morning.
22.00		KI said that as Mr Liaquat's training progressed Mr Liaquat put out the cash and stock in the morning.
		KI confirmed that initially he would replenish the cash on the counter from the safe and again as Mr Liaquat's training progressed, Mr Liaquat would replenish the cash.
		KI and MP were asked if they wished to add or clarify any point. They did not.
		KI explained the current position regarding repayment of the outstanding amount.
23.00		Notice GS019 (Explanation of what happens to the tapes) was handed over.
		Master tape seal signed on number 071404
		Interview terminated at 11.33