

## AUDIT RECORD QUERY (ARQ)

<b>Originator :</b>	Jane Owen Security Team 3 <sup>RD</sup> Floor Clippers Quay Clippers Quay Salford M50 3NW  [REDACTED] GRO [REDACTED]			<b>Date:</b>	12/02/2010
<b>Tel:</b>					
<b>Witness Statement required (Yes or No as applicable)</b>			NO	<b>ARQ Ref No:</b>	0910/436-490
<b>Statement number</b>			0910/Not applicable	<b>APOP Ref. No:</b>	0910/
<b>Branch Name:</b>	West Byfleet	<b>Code:</b>	126023	<b>Date Range:</b>	30/6/2005 – 31/12/2009
<b>Standard Format Requirements (Not required for APOP requests):</b>	<p>A report of all transactions and events (including inactivity logout and logon/log off information) for the office including remittances received, transfers between stock units and error notices. Information to be provided in Excel 97 format with each category in a separate column.</p> <p>Column headers as follows – ID, User ID, Stock unit, date, time, Session &amp; transaction ID, Mode type - i.e. Serve Customer, Reversal, Rem In etc, Product number, quantity, Amount £p, entry method.</p> <p>Also where applicable dependant on date range, please specify whether an OBCS (&amp; state) of scan accompanied the transaction.</p>				
<b>Additional Requirements</b>					<b>YES/NO</b>
APOP Voucher information is required for voucher number(s) :					NO
Analyses of hsh call logs (detail period if different from above date range). Period: .					NO
Confirmation that there was no reported system malfunctions during the date range period.					NO
Barcode information for all remittance pouches (inward & outward) during the period.					NO
Barcode and car licence details for all DVLA related transactions.					NO
PAN or equivalent identifier (i.e. credit / debit card details).					NO

AUDIT RECORD QUERY (ARQ)

Other (Provide details): <b>This request is as discussed and covers work already undertaken for Helpdesk Data.</b> <b>Thank you</b>	YES
Signed:	<b>VIA E MAIL - Jane M Owen</b>