FUJ00155830
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AUDIT RECORD QUERY (ARQ)

Originator:	Dave Posnett Post Office Ltd Investigation Team Casework Manager PO Box 1, CROYDON, CR9 1WN	Date:	02nd July
Tel:	GRO		

Witness Statement required (Yes or No as applicable)	NO	ARQ Ref No: APOP Ref. No:	0809/178-184 0809/Not applicable

Branch Name:	Cowleymoor	Code:	274519	Date Range:	01/07/05-31/07/05
					01/08/05-31/08/05
					01/09/05-01/10/05
					02/10/05-01/11/05
					02/11/05-02/12/05
					03/12/05-02/01/06
					03/01/06-31/01/06

Standard Format Requirements (Not required for APOP requests):	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. Column headers as follows – ID, User ID, Stock unit, date, time, Session & transaction ID, Mode type - i.e. Serve Customer, Reversal, Rem In etc, Product number, quantity, Amount £p, entry method. Also where applicable dependant on date range, please specify whether an OBCS (& state) of scan accompanied the transaction.

Additional Requirements	YES/NO
APOP Voucher information is required for voucher number(s):	NO
Analysis of HSH call logs (detail period if different from above date range). Period:	NO
Confirmation that there are 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
Other (Provide details): Statement (no 23) required (follow on).	Yes

Signed:	VIA E MAIL – *Dave Posnett*