

From: Steve Bradshaw
Sent: 01 December 2011 10:50
To: Colin Burston
Cc: Post Office Security; Lesley Frankland; Jacqueline Whitham
Subject: Re: Case Closure - POLTD/1011/0164 - Suspects Name - Joan Francis Bailey - Branch - Howey - Branch Code - 158 644



Case Closure Reporting

Case Closure report must be emailed to Primary Stakeholder and copied to all Secondary Stakeholders & Jacqueline Whitham, on final completion/submission of case.

Case reference:	POLTD/1011/0164
Date case set up:	20 January 2011
Branch Name: (or other Location)	Howey
Branch Code:	158 644
Main Enquiry Category:	Audit
Enquiry Type:	Cash Loss
Name of Person(s) Interviewed: (if applicable)	Joan Francis Bailey
Subject type / Grade: (Delete as applicable):	SPMR
Case File associated:	Yes
Primary Stakeholder:	Colin Burston
Secondary Stakeholder(s):	Post Office Security Operational Team Leader
Identified 'Criminal' Loss:	£13,044.23
NB: Only losses attributable to fraud and/or where the loss is the result of suspect fraudulent activity, should be recorded. For example if the case is an audit shortage of £50k, but £10k is known to be outstanding/other TCs, then the Identified 'Criminal Loss is £40k.	
Potential Recovery: (method & dates) £	Letter of undertaking lodged with solicitor to repay outstanding amount of 312706.06 from proceeds of sale of business.
NB: Potential recoveries include known TCs to be issued, arrangements being made for instalments, ongoing sale of property, etc - ie any known / instigated activity undertaken to pursue recovery, which is in the pipeline.	
Actual Recovery: (method & dates) £	£338.17 via transaction corrections on 12 Nov 2010 and 01 May 2011 and £87.18 FA surplus on 17 January 2011.
NB: Actual recoveries include known cash repaid, known cheques repaid, either via funding notification, direct to Late Account, etc - ie any known recovery that has been physically received, as opposed to being in the pipeline.	
Confiscation case:	No
SPSO cases: has SPMR been made aware of loss?:	Yes
Is there a Financial Investigation still ongoing?: (if yes, this form must be emailed to relevant Financial Investigator as case will remain open within their remit)	No

Final outcome: (if prosecution include further details below)	Caution to be issued as advised by CLT.
Prosecution Outcome: (Include court, date & sentence)	Caution issued on 23 November 2011
Costs / Compensation: (Compensation awarded in multiple partner cases / SPSO assistant cases must be repaid to loser contact PBA Banking Duty 5309 2381 / 01246 542 381 to ensure compensation cheques dealt with correctly).	N/A
Debarment: (Confirm completed and date forwarded to Intelligence Transaction Manager)	Completed and sent to Corporate Security ON 23 November 2011
Procedural and organizational failings identified - (ensure PROCEDURAL FAILINGS form is also updated & emailed to Stakeholders)	Yes
Procedural and organizational failings discussion held with Stakeholder(s): (discussion must occur prior to closure - outline any solutions, agreed actions, refer to next level if issues remain e.g Crown Office failings via BM/Operations Manager).	Discussed with stakeholder when notification sent.
Are there outstanding issues of a significant nature: (e.g impact, reluctance, refusal to implement solutions, business critical, etc - if yes, the matter should be reported in more detail to Team Leader)	None
Any other comments: (NB: If DWP case then additional closure form is required to be completed)	
Security Advisor in case:	Stephen Bradshaw
Security Programme Manager (Team Leader):	Lesley Frankland
Date Completed	01 December 2011

Regards,
Steve Bradshaw
Fraud Investigator