

Post Office SecuritySent by: Maureen
Moors

06/01/2011 10:01

To:
cc:
Subject:Andrew Daley/e/POSTOFFICE **GRO**
Post Office Security **GRO**
New Case Raised - Case Number: POLTD/11

Can you please confirm which Security Advisor has been allocated this case.
NB: Disclosure of personal information must not be communicated to third parties and must be retained within the business.

Regards
 Maureen,

Security Team
 Post Office Ltd
 3rd Floor
 Royal Mail Clippers House
 Clippers Quay
 Salford
 M50 3NW




Telephone:
 Fax:

GRO

New Case Raised

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Case reference:	POLTD/1011/0164
Office / Location:	Howey
Address / Tel No:	Howey Howey Llandrindod Wells LD1 5PT Wales GRO
Branch Code:	158644
Details:	An audit was conducted at the office to verify financial assets due to the Post Office® and confirm compliance with a range of Business processes, procedures and regulatory requirements. The audit revealed a shortage of £13044.23
NB: The above can be copied/pasted onto the Stakeholder Notification, which must be emailed to the Primary Stakeholder & copied to all Secondary Stakeholders.	
Date of incident:	5/1/2011
Reported by:	Judy Balderson
Contact details:	GRO
Person Type: (e.g. MOP, employee)	Employee
Primary Stakeholder:	Colin Burston
Secondary	Post Office Security

Stakeholders:	Operational Team Leader
Multiple Branch:	No
Linked Pillar:	N/A
Main Enquiry Category:	Audit
Enquiry Type:	Cash Loss
Incident loss: £	13044.23
This case has been copied to FIU:	No
NB: The FIU Recovery Process must be followed throughout this enquiry.	
Date case raised:	6/1/2011
Case category:	Internal
Fraud Operational Team:	North
Supporting Information:	<div><div> CASE FILE EVENT LOG v2 Feb10.doc</div><div> FINANCIAL EVALUATION v4Feb10.doc</div><div> ECF 158644 050111 Hoover (x481).doc</div></div>