

Message

From: one post office [GRO]
on behalf of one post office [GRO]
Sent: 10/04/2017 14:11:44
To: Communications Team [GRO]
BCC: aaron.wall [GRO]; agnes.mcgeechn [GRO]; ailsa.young [GRO];
alan.finlayson [GRO]; alan.hicks [GRO]; alan.lucia [GRO];
alan.lusher [GRO]; alan.orpe [GRO]; alan.schofield [GRO];
alan.stuart [GRO]; alex.syme [GRO]; alina.lingard [GRO];
alison.bolsover [GRO]; alistair.mcglade [GRO]; alka.sethi [GRO];
amanda.walkley [GRO]; andrew.ashall [GRO]; andrew.eldridge-smith [GRO];
andrew.harley [GRO]; andrew.j.stewart [GRO]; andrew.keighley [GRO];
andrew.wise [GRO]; andrew.z.keates [GRO]; andy.c.storey [GRO];
andy.greening [GRO]; andy.j.corbett [GRO]; andy.j.wright [GRO];
andy.locker [GRO]; andy.pitts [GRO]; andy.r.pearson [GRO];
andy.terrett [GRO]; angela.bunyan [GRO]; angela.james [GRO];
angela.o'brien [GRO]; angela.pearson [GRO]; angela.van-den-bogerd [GRO];
angie.coxon [GRO]; anita.bravata [GRO]; anjum.r.zuberi [GRO];
ann.scholey [GRO]; anne.allaker [GRO]; anne.heath [GRO];
anne.hefford [GRO]; anne.imrie [GRO]; anne.kane [GRO];
annette.beese [GRO]; anthony.a.bayley [GRO]; anthony.j.misell [GRO];
antony.dodd [GRO]; arwel.hughes [GRO]; barry.mckenna [GRO];
barry.r.evans [GRO]; bob.collins [GRO]; bodnuth.keesoony [GRO];
brian.mcnaughton [GRO]; brian.n.turnbull [GRO]; brian.trotter [GRO];
bruce.tann [GRO]; bryan.flynn [GRO]; bryan.marshall [GRO];
carol.ballan [GRO]; carol.king [GRO]; carol.p.grattan [GRO];
carole.bowmaker [GRO]; carole.trelease [GRO]; caroline.m.mullan [GRO];
carolyn.haney [GRO]; caryn.evans [GRO]; ceri.james [GRO];
cheryl.thomas [GRO]; cheryl.wingfield [GRO]; cheryl.woodward [GRO];
chris.brock [GRO]; chris.bullock [GRO]; chris.fayers [GRO];
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christine.marshall [GRO]; christine.smyth [GRO]; christopher.m.rosie [GRO];
christopher.roche [GRO]; claire.belcher [GRO]; claire.y.walker [GRO];
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david.bowmaker [GRO]; david.c.baldwin [GRO]; david.e.hall [GRO];
david.ellis [GRO]; david.g.watson [GRO]; david.leyshon [GRO];
david.longbottom [GRO]; david.patrick [GRO]; david.r.leonard [GRO];
david.w.galbraith [GRO]; david.young [GRO]; david.z.hunt [GRO];
david.z.johnson [GRO]; david.z.smith [GRO]; davyd.nash [GRO];
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debbie.a.mickleborough [GRO]; debbie.ann.young [GRO]; debbie.gratton [GRO];
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gail.gordon [GRO]; gail.oate [GRO]; garrie.bond [GRO];
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gary.r.thomas [GRO]; gary.singh [GRO]; gd.sharma [GRO];

ged.waters GRO; geoff.r.sharp GRO; gideon.hancock GRO;
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 glenn.chester GRO; glyn.burrows GRO; graeme.s.russel GRO;
 graham.brander GRO; graham.lynham GRO; greg.lewis GRO;
 gregg.hutchinson GRO; helen.jackson GRO; helen.m.wright GRO;
 helen.mcneil GRO; hugh.stacey GRO; huw.s.davies GRO;
 hywel.jenkins GRO; ian.d.fenn GRO; ian.liley GRO;
 ian.martin GRO; ian.woollon GRO; ian.z.ward GRO;
 isobel.l.laverick GRO; ivan.r.hackett GRO; jackie.newton GRO;
 jackie.quinn GRO; jacky.mckenzie GRO; jacqui.jones GRO;
 james.c.mitchell GRO; jan.d.ferguson GRO; jane.a.watts GRO;
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 john.h.jones GRO; john.mccullough GRO; johnny.mckeever GRO;
 jon.bishop GRO; judi.irish GRO; julia.mann GRO;
 julian.cartlidge GRO; julie.crampton GRO; k; julie.frizzle GRO;
 julie.loukes GRO; julie.thomas GRO; junaid.tanveer GRO;
 karen.a.mccabe GRO; karen.averiss GRO; karen.c.walker GRO;
 karen.lucibell GRO; kate.harrison GRO; kate.m.harris GRO;
 katherine.culbert GRO; kathleen.griffin GRO; kathryn.alexander GRO;
 kay.baird GRO; kay.dolby GRO; keith.bridges GRO;
 keith.r.mabberley GRO; keith.scott GRO; keith.scudamore GRO;
 ken.w.hurst GRO; kenny.lamont GRO; kev.orgill GRO;
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 marie.pyatt GRO; marie.rabout GRO; mark.a.butler GRO;
 mark.buller GRO; mark.dinsdale GRO; mark.homewood GRO;
 mark.irvin GRO; mark.joyce GRO; mark.s.wright GRO;
 mark.wardle GRO; martin.drake GRO; martin.hopcroft GRO;
 martin.lovell GRO; martine.hepburn GRO; mary.chong GRO;
 mary.peters GRO; mathew.r.wilkes GRO; maureen.lyne GRO;
 mehl.singh GRO; michael.a.brown GRO; michael.boyle GRO;
 michael.d.cooper GRO; michael.d.johnson GRO; michael.monah GRO;
 michael.mutti GRO; michael.r.buckle GRO; michael.r.haworth GRO;
 michael.stanway GRO; michelle.a.naisbett GRO; michelle.fitzmartin GRO;
 michelle.simpson GRO; mick.far GRO; mick.gordon GRO;
 mick.graham GRO; mick.norman GRO; mike.j.ball GRO;
 mike.x.webb GRO; monica.johnston GRO; neil.barnard GRO;
 neil.crowther GRO; neil.f.jenkins GRO; neil.garland GRO;
 nia.thomas GRO; nick.beal GRO; nick.carroll GRO; nick.kerr GRO;
 nicola.pritchard GRO; nicola.smith GRO; nigel.a.whitehead GRO;
 nigel.parry GRO; nina.trueman GRO; pamela.j.tormey GRO;
 pankaj.k.dalal GRO; patrick.j.beirne GRO; paul.a.jones GRO; k;
 paul.a.norris GRO; paul.d.holland GRO; paul.dann GRO;
 paul.davies GRO; paul.domican GRO; paul.f.williams GRO;
 paul.gardner GRO; paul.garnham GRO; paul.halligan GRO;
 paul.harding GRO; paul.inwood GRO; paul.j.bridges GRO;

paul.j.smith GRO paul.kellett GRO paul.m.clark GRO
 paul.nathubhai GRO paul.spry GRO paul.swanton GRO
 paul.whitworth GRO paul.x.williams GRO paul.z.johnson GRO
 paul.z.rodman GRO paula.jenner GRO permjit.s.khehar GRO
 peter.c.wilkinson GRO peter.d.johnson GRO peter.meech GRO
 peter.z.o'grady GRO phil.russell GRO phil.savage GRO
 philip.jeary GRO philip.keithley GRO phillip.r.craig GRO
 phillipa.newey GRO pratap.odedra GRO rebecca.hart GRO
 renzo.d'andrea GRO rhys.davies GRO richard.mills GRO
 richard.polson GRO richard.titterton GRO richard.z.wilder GRO
 rob.f.scott GRO robert.baillie GRO robert.daily GRO
 robert.findlay GRO robert.hall GRO robert.stabler GRO
 robert.worley GRO robert.y.ofori GRO robin.bellamy GRO
 sabeeha.ahmad GRO sally-ann.richards GRO sam.boyd GRO
 sandra.daykin GRO sandra.lovell GRO sarah.bray GRO
 sarah.cottrell GRO sarah.haywood GRO sarah.leatock GRO
 sarti.panesar GRO satish.rathod GRO sean.farrow GRO
 shirley.a.kidd GRO simon.grant GRO simon.j.smith GRO
 simon.john GRO simon.seal GRO simon.talbot GRO
 simon.v.smith GRO sonia.cook GRO stephen.i.rush GRO
 stephen.mcivreen GRO stephen.p.rice GRO stephen.redgrave GRO
 steve.blampied GRO steve.crowhurst GRO steve.e.matthews GRO
 steve.g.draper GRO steve.g.saunders GRO steve.leddy GRO
 steve.patel GRO steve.r.brown GRO steve.r.howard GRO
 steve.utting GRO stewart.swabey GRO stuart.buchanan GRO
 stuart.pilgrim GRO stuart.scarle GRO stuart.wright GRO
 sue.stone GRO sue.thacker GRO susan.anderson GRO
 susan.j.ellis GRO suzanne.turner GRO swarnjeet.bhamra GRO
 tc.reddy GRO terry.smithson GRO thomas.dingl GRO tim.gordon-
 pounder GRO timothy.r.pavelin GRO tina.newis GRO
 tom.fitzgerald GRO toni.cahill GRO tony.baines GRO
 tony.d.kennedy GRO tony.h.kane GRO tony.mullis GRO
 tony.t.pritchard GRO tracey.j.cutts GRO tracey.j.gilbert GRO
 tracey.p.curtis GRO tracy.cox GRO tracy.mather GRO
 tracy.middleton GRO tricia.borrell GRO trudy.williams GRO
 victoria.e.reid GRO wayne.d.robertson GRO wayne.fitch GRO
 wayne.z.griffiths GRO wendy.dwyer GRO wendy.grant GRO
 wendy.hamilton GRO wendy.n.smith GRO wendy.smart GRO
 willie.hughes GRO yvonne.goulden GRO zoe.topham GRO
 zulficar.hussain GRO

Subject: one focus: helping you do your job



10 April 2017 | Reading time 2 minutes | For information and action when appropriate

Information Security Incident reporting | All colleagues

We're all exposed to data on a daily basis and it's the responsibility of every one of us to protect personal or sensitive data that we have access to or that we manage. By being vigilant, you can spot when information is

not being protected as it should and therefore becomes vulnerable to unauthorised individuals and could cause an information security incident. You can find more information, including examples of information security incidents and how to report them [on the intranet](#).

[Contact | ISAGcommunications](#)

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Whistleblowing | All colleagues

Post Office is committed to conducting business with the highest standards of honesty, integrity and openness. Colleagues can raise concerns in confidence, secure in the knowledge that we will take those concerns seriously and act on them. Our Whistleblowing policy sets out the procedure to follow if a colleague wants to raise a concern. [Here's more detail](#) about the policy.

[Contact | sharon.ra](#)

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CEQs | All colleagues

Don't forget we've got **Sli.Do** set up to receive your questions for the CEQ. All you need to do is log into **Sli.Do** from any internet-connected computer and enter, when prompted, the specific access code we've set up **CEQLive** for the face-to-face event or **CEQ25** for the conference call.

[Contact | communications.team](#)

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Mandatory compliance training | All central team colleagues

Please remember, **everyone with a SuccessFactors log-in must complete** the mandatory Anti-Money Laundering and Counter Terrorist Financing Awareness Course. The closing date for completion is 21 April. [Here's some more detail](#) about the course.

[Contact | jane.macleod](#)

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Reporting faults at Finsbury Dials | Finsbury Dials colleagues

The office management services based at the Reception area of Finsbury Dials provides your single point of contact to report any property and/or facilities faults (such as damaged furniture, issues with kitchen areas/toilets, faults with heating/air conditioning, doors, etc.). You can report these in person, on the phone or by email.

[Contact | cheryl.dollaway](#)

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Meriden Café menu | Finsbury Dials colleagues

[Here's](#) this week's menu.

[Contact | carolyne.h.churchman](#)

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Crooked Spire menu | Future Walk colleagues

[Here's](#) this week's menu.

[Contact | martin.box](#)

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I KNOW THE NUMBERS | [our latest scorecard performance](#)



onefocus is published as required on Mondays.

It provides a round-up of information to help you do your job. Specific action may be required
This email has been sent to all @postoffice email addresses.

If you've not been sent this directly and think you should've been, please [click here](#).