



## 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.

<b>Case reference:</b>	<b>POLTD/0809/0082</b>
<b>Date case set up:</b>	<b>24/07/08</b>
<b>Branch Name: (or other Location)</b>	<b>Paible</b>
<b>Branch Code:</b>	<b>147869</b>
<b>Main Enquiry Category:</b>	<b>Audit</b>
<b>Enquiry Type:</b>	<b>Cash Loss</b>
<b>Name of Person(s) Interviewed: (if applicable)</b>	<b>William John QUARM</b>
<b>Subject type / Grade: (Delete as applicable):</b>	<b>SPMR</b>
<b>Case File associated:</b>	<b>Yes</b>
<b>Primary Stakeholder:</b>	<b>Brian Trotter</b>
<b>Secondary Stakeholder(s):</b>	<b>Andrew Daley, Post Office Security, Jacqueline Whitham</b>
<b>Identified 'Criminal' Loss: £</b>	<b>40,277.76</b>
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.	
<b>Potential Recovery: (method &amp; dates) £</b>	<b>None</b>
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.	
<b>Actual Recovery: (method &amp; dates) £</b>	<b>None</b>
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.	
<b>Confiscation case:</b>	<b>No</b>
<b>SPSO cases: has SPMR been made aware of loss?:</b>	<b>Yes</b>
<b>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)</b>	<b>No</b>
<b>Final outcome: (if prosecution include further details below)</b>	<b>Prosecution</b>
<b>Prosecution Outcome: (Include court, date &amp; sentence)</b>	<b>William Quarm was convicted of embezzlement at Lochmaddy Sheriff Court on 29/06/10. He was given a Community Order of 150 hours.</b>
<b>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).</b>	<b>No compensation awarded.</b>
<b>Debarment: (Confirm completed and date forwarded to Intelligence Transaction Manager)</b>	<b>Yes sent to Contract Advisor Friday 22/10/10</b>
<b>Procedural and organizational failings identified - (ensure PROCEDURAL FAILINGS form is also updated &amp; emailed to Stakeholders)</b>	<b>Yes</b>
<b>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).</b>	<b>Unknown</b>
<b>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)</b>	<b>No</b>
<b>Any other comments: (NB: If DWP case then additional closure form is required to be completed)</b>	<b>PF in contact to state he accepted reduce plea of £27k from defence. He didn't request compensation as he thought we would be pursuing civilly. He apologised for the mix up.</b>
<b>Security Advisor in case:</b>	<b>Robert Daily (Raymond Grant)</b>
<b>Security Programme Manager (Team Leader):</b>	<b>Andrew Daley</b>