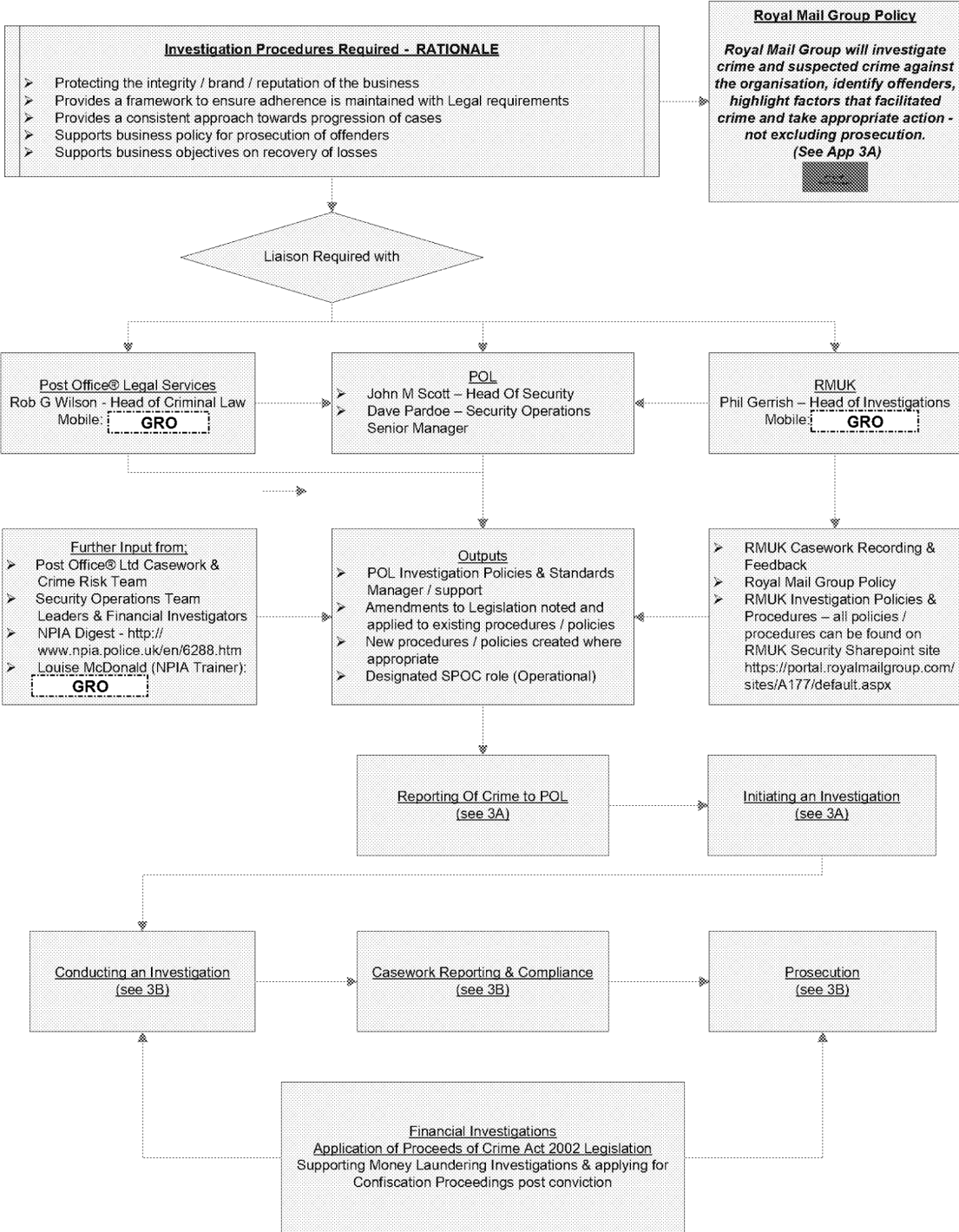


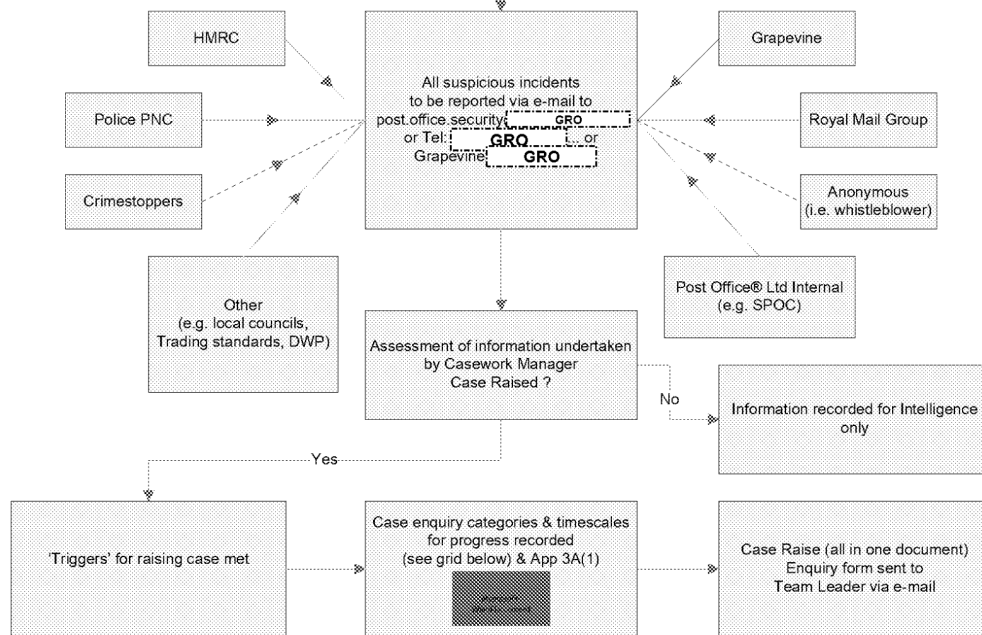
POL Separation Project – P3 – Research, interpretation, preparation, development and publication of investigation procedures



POL Separation Project – P3A – Research, interpretation, preparation, development and publication of investigation procedures

P3A - Reporting Of Crime/Case Raise – RATIONALE

- Protecting the integrity / brand / reputation of the business
- Provides a consistent approach towards progression of cases
- Supports business policy for prosecution of offenders
- Supports business objectives on recovery of losses
- Provides an Intelligence Database of historical information



Category	Definition	Submission / Closure
Immediate Open Enquiry	Where immediate response is appropriate and few pre-interview enquiries are needed or practicable	Interview on day of notification (where possible) minimum within 48 hours and case submitted to normal report timescales (12 days)
Major Enquiry	>£15,000 (or major customer / client / reputation impact) where immediate response is not possible due to the requirement to perform pre-interview enquiries / analysis	Case to be at "suspect offender" interviewed within 1 month of raise
Open Enquiry	Where interviews within 2 month are appropriate and few pre-interview enquiries are needed	Able to progress almost immediately Case to be at "suspect offender" interviewed stage within 2 months of raise
Standard Enquiry	All other enquiries not included in the above - where immediate response is not possible due to the requirement to perform pre-interview enquiries	Case to be at "suspect offender" interviewed and submitted / closure stage within 2 months of raise Should enquiries indicate increased loss or impact, status must be amended to Major Enquiry immediately
Liaison	Any case where liaison with another investigative body leading enquiries into criminal activity at POL branches	Case to be updated monthly via the monthly spreadsheet process

POL Separation Project – P3B – Research, interpretation, preparation, development and publication of investigation procedures

3B – Progression & Reporting of investigation & Prosecution cases – RATIONALE

- Protecting the integrity / brand / reputation of the business
- Provides a framework to ensure adherence with legal requirements is achieved & maintained
- Provides a consistent approach towards progression of cases
- Supports business policy for prosecution of offenders
- Supports business objectives on recovery of losses

