

**From:** "Watkins, Katie" [GRO]  
**To:** "Parsons, Andrew" [GRO]  
**Subject:** RE: RE:  
**Date:** Thu, 25 Feb 2016 14:07:28 +0000

**Importance:** Normal

**Attachments:** \_DOC\_32420165(1)\_Address\_label.DOCX; \_DOC\_32419569(1)\_Index\_-\_Instructions\_to\_Brian\_Altman\_QC.DOCX

**Inline-Images:** image001.jpg; image002.jpg; image003.png; image004.jpg; image005.jpg; image006.jpg; image007.jpg; image008.png

---

**Katie Watkins**

Secretary

Bond Dickinson LLP

*Bond Dickinson*

Direct:

Office:

**GRO**

Follow Bond Dickinson:



[www.bonddickinson.com](http://www.bonddickinson.com)

PROUD TO SUPPORT  
**EXPORTING  
IS  
GREAT**  
BRITAIN & NORTHERN IRELAND

---

**From:** Parsons, Andrew  
**Sent:** 25 February 2016 12:20

WBD\_000290.000001

**To:** Moran, Olivia; Watkins, Katie  
**Subject:** FW: RE:

**Andrew Parsons**

Managing Associate

*Bond Dickinson*

Direct:

Mobile:

**GRO**

Follow Bond Dickinson:



[www.bonddickinson.com](http://www.bonddickinson.com)

---

**From:** Pole, Gareth  
**Sent:** 25 February 2016 12:16  
**To:** Parsons, Andrew  
**Subject:** RE: RE:

All done, I will hand to Rob

**Gareth Pole**

Facilities

for and on behalf of Bond Dickinson LLP

*Bond Dickinson*

Direct:

Office:

Mobile:

GRO

Follow Bond Dickinson:



[www.bonddickinson.com](http://www.bonddickinson.com)

---

**From:** Parsons, Andrew  
**Sent:** 25 February 2016 11:46  
**To:** Pole, Gareth  
**Subject:** FW: RE:

**Andrew Parsons**

Managing Associate

*Bond Dickinson*

Direct:

Mobile:

GRO

Follow Bond Dickinson:



[www.bonddickinson.com](http://www.bonddickinson.com)

---

**From:** Elisa Lukas GRO  
**Sent:** 24 February 2016 18:36

**To:** Parsons, Andrew  
**Cc:** Rodric Williams  
**Subject:** RE:

Hi Andy

Please see below the index to our instructions for Brian Altman.

Please could you arrange for this to be nicely formatted, and emailed back to me.

Please could you also arrange for a lever arch file to be set up with numbered tabs for each of the items in the index and appropriate spine labelling (along the lines of “POL instructions to BAQC Feb 2016”). We can fill the file, we just don’t have the stationery and folders! I would anticipate looking at the volume of paper, that it would fit in one lever arch file. Please could the file and index be free from any BD branding. We will need two copies of this file (filled with the numbered tabs) – one to keep here and one for Brian Altman.

Kind regards,

Elisa



---

**From:** Rodric Williams  
**Sent:** 24 February 2016 13:48  
**To:** Elisa Lukas  
**Subject:**

“A Review On Behalf Of The Chairman Of Post Office Limited Concerning The Steps Taken In Response To Various Complaints Made By Sub-Postmasters”, Jonathan Swift QC and Christopher Knight, 11 January 2011

Email re: "RE: Prosecutions" from Rodric Williams to Christopher Knight dated 24 December 2015 (with attachments):

- a. Extract from "Post Office – Complaint Review and Mediation Scheme" (a.k.a. the "Scheme Report") (section 7 only - full copy (187 pages) available on request)
- b. Post Office General Counsel's Letter to Second Sight dated 24 February 2015
- c. Email re: "Post Office – False Accounting and Theft" from Andrew Parsons to Brian Altman dated 6 March 2015 (with attachments):
  - i. DRAFT Second Sight - Case Review Report; Case Reference M103 dated 8 February 2015
  - ii. Cartwright King draft letter to Second Sight dated 16 February 2015
  - iii. Post Office General Counsel's Letter to Second Sight dated 24 February 2015 (included at 2.b. above)
- d. Email exchange re: "RE: Post Office – False Accounting and Theft" culminating in email from Brian Altman to Andrew Parsons dated 8 March 2015 (with attachment):
  - i. Brian Altman QC "Advice on Theft & False Accounting" dated 8 March 2015
- e. Advice from Brian Altman (included at 2.d.i)

Chronology - Advice on Balancing Transactions ("BTs") (with attachments):

- a. Cartwright King "Note: Deloitte Report - Questions For POL" dated 27 March 2015.
- b. Email re: "Balancing Transactions" from Andrew Parsons to Simon Clarke dated 5 May 2015 (with attachments):
  - i. Cartwright King "Note: Deloitte Report - Questions For POL" dated 27 March 2015 (included at 3.a above)
  - ii. "WI3649S; Data corrections", Steve Parker, created 8 September 2011 (re: Fujitsu's "Four Eyes" safeguard)
  - iii. Email re: "Future Arrangements and Part II" from Ian Henderson to Patrick Bourke dated 7 April 2015 (with attachments):
    1. "14. Transactions not entered by the Subpostmaster or their staff"
    2. "Receipts/Payments Mismatch issue notes"
    3. "Correcting Accounts for "lost" Discrepancies"
  - iv. Email re: from Patrick Bourke to Ian Henderson dated 8 April 2015
  - v. Extract from "Briefing Report - Part Two", Second Sight, 9 April 2015 (section 14 only - full copy (96 pages) available on request)
  - vi. Extract from "Reply of Post Office Limited to Second Sight's Briefing Report – Part Two" dated April 2015 (section 14 only – full copy (83 pages) available on request)

- c. Email exchange re: “RE: Horizon – Balancing Transactions” culminating in email from Pete Newsome to Andrew Parsons dated 8 March 2015 (with attachment):
  - i. “Old Horizon”, Gareth Jenkins, 8 July 2015
- d. Email re: “Balancing Transactions” from Andrew Parsons to Martin Smith dated 15 July 2015 (with attachment):
  - i. “Old Horizon”, Gareth Jenkins, 8 July 2015 (included at 3.c.i above)
- e. Email re: “Balancing Transactions” from Andrew Parsons to Brian Altman dated 20 July 2015 (with attachment):
  - i. “Old Horizon”, Gareth Jenkins, 8 July 2015 (included at 3.c.i above)
- f. Email re: “Balancing Transactions” from Andrew Parsons to Rodric Williams dated 21 July 2015
- g. Email re: “Post Office - Balancing Transactions” from Andrew Parsons to Brian Altman dated 27 August 2015 (without the attachment email at 3.e above)
- h. Email re: “Re: Post Office - Balancing Transactions” from Brian Altman to Andrew Parsons dated 28 August 2015

“Horizon: Desktop Review of Assurance Sources and Key Control Features – Draft for discussion”, Deloitte LLP, 23 May 2014

“Board Briefing”, Deloitte LLP, 4 June 2014



\*\*\*\*\*

This email and any attachments are confidential and intended for the addressee only. If you are not the named recipient, you must not use, disclose, reproduce, copy or distribute the contents of this communication. If you have received this in error, please contact the sender by reply email and then delete this email from your system. Any views or opinions expressed within this email are solely those of the sender, unless otherwise specifically stated.

POST OFFICE LIMITED is registered in England and Wales no 2154540. Registered Office: Finsbury Dials, 20 Finsbury Street, London EC2Y 9AQ.

\*\*\*\*\*