

Royal Mail Group

CONFIDENTIAL
Witness Statement

Criminal Justice Act 1967, Section 9; Magistrates Court Act 1980, sub section. 5A(3)(a) and 5B; Criminal Procedure Rules 2005, Rule 27.1

Statement of: Mr Jeff Roper

Age if under 18: Over 18 (if over 18 insert 'over 18')

This statement (consisting of 3 pages each signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe true.

Dated the 19th day of May 2011

Signature

I am the person named above and I live at the address overleaf. I work for Post Office Ltd and my current role is as Field Support Officer. As part of my role I undertake audits at Post Office® Branches.

On the 3rd September 2010, accompanied by my colleague Richard Cross, I conducted an audit of the above named branch. The audit had been arranged as Tracey Bedford, Migration Support Officer, had found the cash to be short by £13624.41 the previous day and had therefore closed the office pending our visit.

The purpose of this audit was therefore to verify financial assets due to the Post Office®.

The audit revealed a shortage in the branch of £14842.37. A breakdown of the audit result and details of the audit findings are as follows:

£	13577.34	(-)	Identified as a difference in cash figures
£	446.03	(-)	Identified as a difference in stock figures
£	14023.37	(-)	Total shortage on day of audit
£	819.00	(-)	Pending transaction correction, advised by Product & Branch Accounting on the day of the audit
£	14842.37	(-)	Total shortage

We arrived at the branch at 13.00 pm and introduced ourselves to the Postmaster Miss Alison Hall and advised that we were to perform an audit on behalf of Post Office Ltd.

Miss Hall allowed us access to the secure area, and was present in the secure area whilst the audit was carried out.

Miss Hall said the loss had occurred due to Lottery accounting problems and produced a report from Lottery Accounting Chesterfield detailing errors (mainly activations on the Lottery terminal not all being remitted in on

Signature

GRO

Signature witnessed by

GRO

Witness Contact Details

Home address:

GRO

Postcode:

GRO

Home telephone No:

Work telephone No:

GRO

Mobile No:

GRO

E-mail address:

jeff.ropen

GRO

Preferred means of contact:

Male

~~Female~~

Delete as applicable

Date and Place of Birth

GRO

Former name:

n/a

Height:

Ethnicity Code:

Date of Witness non-availability:

1) I have been given the leaflet "Giving a Witness Statement - what happens next?"

Yes ☐ No ☐

2) I consent to the statement being used for the purposes of Civil/Disciplinary proceedings.

Yes ☐ No ☐

3) Have I specific care needs?

Yes ☐ No ☐

If yes what are they (Healthcare, childcare, transport, disability, language difficulties, visually impaired, restricted mobility or other concerns)

Signature of Witness:

Signature of Appropriate Adult:

(if applicable)

Statement taken by (print name)

Office:

CONFIDENTIAL
Witness Statement

Criminal Justice Act 1967, Section 9, Magistrates Court Act 1980, sub section. 5A(3)(a) and 5B; Criminal Procedure Rules 2005, Rule 27.1

Page 2 of 3 Pages

Continuation Statement of Mr Jeff Roper

the Horizon system) going back 18 months. She had been accepting the Transaction Corrections, adjusting the instants on hand back down to the correct figure but not putting any money in to compensate. The Trading Statement copies printed (originals unreadable) all show a clear balance and Miss Hall stated these were adjusted to show clear before rolling over. Cash declarations together with snapshots produced indicate ONCH falsely declared for some considerable time.

A call to Chesterfield revealed further Transaction Corrections due for -£819.00 mainly for Instants not remitted in. Three of these were found with no remittance advice attached to prove to Miss Hall the information supplied was correct.

The audit was completed revealing numerous discrepancies to stock and stamps on the Horizon snapshot in addition to the cash discrepancy. The audit loss on the day was £14,842.37 which together with the amount of £819.00 for Transaction Corrections pending brings the Trading Position deficit to £14,842.37.

Miss Hall was then advised that she should satisfy herself that the figures of the audit team were correct. Therefore, we asked Miss Hall if she would do her own independent count of all the cash on hand again. She said she had watched me count the cash and was happy the figure was correct.

Miss Hall then confirmed that the figures of the audit team were correct.

I now produce Branch Trading Statements as follows;

Dated 24/02/2010 to 24/03/2010 as exhibit JR/01

Dated 24/03/2010 to 29/04/2010 as exhibit JR/02

Dated 29/04/2010 to 26/05/2010 as exhibit JR/03

Dated 26/05/2010 to 28/06/2010 as exhibit JR/04

Dated 28/06/2010 to 28/07/2010 as exhibit JR/05

Dated 28/07/2010 to 26/08/2010 as exhibit JR/06

I now produce a balance snapshot dated 28/07/2010 timed at 17:43hrs as exhibit JR/07

I now produce a balance snapshot dated 28/07/2010 timed at 20:09hrs as exhibit JR/08

From items JR/07 and JR/08 it can be seen that a Discrepancy Over is shown as £13,067.24

And Discrepancy Short of £13,067.24

I now produce a cash declaration dated 28/07/2010 timed at 17:39hrs showing a total of £10,401.88 as exhibit JR/09

I now produce a cash declaration dated 29/07/2010 timed at 19:08hrs showing a total of £23,159.88 as exhibit

Signature

GRO

Signature witnessed by

GRO

CONFIDENTIAL
Witness Statement

Criminal Justice Act 1967, Section 9, Magistrates Court Act 1980, sub section. 5A(3)(a) and 5B; Criminal Procedure Rules 2005, Rule 27.1

Page 3 of 3 Pages

Continuation Statement of Mr Jeff Roper

JR/09

I would be willing to attend Court of necessary

Signature

GRO

Signature witnessed by

GRO