
From: Martin Edwards[GRO]
Sent: Fri 15/03/2019 7:50:07 AM (UTC)
To: Charles Brown[GRO]
Subject: Fwd: STRICTLY CONFIDENTIAL AND SUBJECT TO LEGAL PRIVILEGE: GLO BRIEFING MATERIALS
Attachment: CORE BRIEF FINAL.docx
Attachment: FINAL MEDIA STATEMENT_1403_1915.docx

Hi Charles - here are the briefing materials we discussed. Obviously please don't share with anyone until we've got the green light.

Let's grab a word later this morning to agree our approach - perhaps after the Sterling call?

Thanks

Martin

Martin Edwards
Managing Director, Identity Services

GRO

From: Mark R Davies[GRO]
Sent: Thursday, March 14, 2019 20:39
To: Alisdair Cameron; Alistair Roman; Amanda Jones; Amber Kelly; Andrew Goddard; Andrew Kingham; Angela Van-Den-Bogerd; Barbara Brannon; Ben Cooke; Ben Foat; Catherine Hamilton; Cathy Mayor; Chrysanthy Pispinis; Colin Stuart; Debbie.K Smith; Elizabeth Robson; Emma Springham; Henk Van Hulle; Jane Hill; Jane MacLeod; Jeff Smyth; Jenny Ellwood; Julie Thomas; Lee Kelly; Lisa Cherry; Mark R Davies; Mark Siviter; Mark Underwood1; Martin Edwards; Martin Kearsley; Martin Z Rouse; Martine Munby; Meredith Sharples; Michael Austin; Michael Passmore; Mohinder Kang; Owen Woodley; Pamela J Heap; Patrick Bourke; Paula Vennells; Rob Clarkson; Rob Houghton; Russell Hancock; Somita Yogi; Thomas P Moran; Tim White; Tracy Marshall; Roger W Gale
Subject: STRICTLY CONFIDENTIAL AND SUBJECT TO LEGAL PRIVILEGE: GLO BRIEFING MATERIALS

Dear all

As you know that the judgment in the first GLO trial will be made public on Friday at noon. This note gives you details of the materials in the attachments and some important guidance and information. Many of you will be briefing stakeholders, clients and others. Please read this email before you do so.

It is crucial that you do not discuss any of the attached with anyone before you receive a further email from me tomorrow. You can inform people of the timing of the judgment but not the content. I will let you know, after midday, when you have the go ahead to use the materials. This is to provide time for our legal team to check the judgment against the draft received earlier.

I am attaching for you a **Core Brief** on the judgment. This includes a **speaking note** for briefing stakeholders and clients. You can also use this note for briefing your teams once the judgment has been made public, though there will be internal communications activity throughout the afternoon (see below) which will provide you with further content.

The brief also includes **background to the GLO** and **Q&As**. I will be around in the morning with colleagues from the comms team to answer any questions or clarify any points. Don't hesitate to get in touch (by this email preferably).

I also attach our **media statement**, also not for use until I let you know. Once released, this will provide stakeholders and clients with a useful summary of our overall position.

Our communications plan for tomorrow includes:

- A call for the L300: an invitation will be issued early on Friday
- One emails for colleagues and postmasters
- Briefing for key teams, stakeholders and clients

Support is being provided to those Post Office colleagues who gave evidence in the trial.

I wanted to also flag that given the likely media interest in the judgment it is possible that because of your role with Post Office Ltd you may receive attention from the media as a result. It is possible that you might be called by media or 'doorstepped' at the office or elsewhere, potentially during non-working hours.

The most likely scenario is that media may be at Post Office buildings, most likely Finsbury Dials. This may include TV cameras or radio interviewers. Please flag the possibility of this, and the advice below, to your colleagues.

My advice should this happen is to politely say that the Post Office takes the judgment and its criticisms very seriously and is taking urgent action as a result. Please refer journalists to our statement. The key is to be polite but firm in saying no more.

You could provide the email address and phone number for the press office:

pressoffice@[redacted] **GRO**
[redacted] **GRO** (24 hours)

If you are approached please let me and the press office team know as soon as possible.

If you would like to discuss ~~any of this at all~~ with me I am more than happy to do so: please don't hesitate to email me or call [redacted] **GRO**

Thank you.

Mark