

Steve Bradshaw
Sent by: Steve
Bradshaw

07/02/2012 09:26

To: Glenn Chester/e/POSTOFFICE, John Breeden/e/F
cc: Post Office Security <[REDACTED]@GRO> OS
Southin/e/POSTOFFICE, Keith Gilchrist/e/POSTOFFICE
Subject: Stakeholder Notification - POLTD/1112/1112/0228

This email is to notify you of the commencement of an investigation.

N.B. Please do not divulge this information to any other person without the authority of the investigating officer.



Stakeholder Notification

Notification must be emailed to Primary Stakeholder & copied to all Secondary Stakeholders.

| | |
|-------------------------|---|
| Case reference: | POLTD/1112/0228 |
| Branch Name / Location: | Winsford |
| Branch Code: | 217401 |
| Office Address: | Winsford 19A Dingle Walk Winsford CW7 1BA England |

GRO

Telephone number:

Details:

An audit was conducted at the office to verify financial assets due to the Post Office® and confirm compliance with a range of Business processes, procedures and regulatory requirements. The audit revealed a

shortage of £17811.49

Security Manager:

Steve Bradshaw

Date completed:

07/02/2012

I will appraise you of any significant developments throughout the investigation and would be grateful if you could keep me informed of anything that may affect or inform my enquiries. Additionally, you will be advised prior to any actions being taken, as part of the enquiry, (staff interviews / on site enquiries) that may impact on the operational efficiency of the location affected. In the event that staff / agent interviews are undertaken then you will be supplied with sufficient detail of their content in order to deal with any conduct issues that may arise. You will be advised of the final outcome of this enquiry along with details of any weaknesses / failings that may have facilitated the incident in question. You may be asked to provide feedback about this investigation following case closure.

If you need any further information during the course of the investigation, please feel free to contact me at any time on the number below. In the event that I am not available and an update is required please do not hesitate to contact my Security Team Leader, Keith Gilchrist

GRO