

To:	From:	cc:
Sue Muddeman Contract and Service Manager	Alison Edwards Branch Auditor	Colin Price Investigation Manager Martin Ferlinc National Branch Audit Manager Glyn Burrows Data Analyst John Jenkinson Operations Manager - Branch Audit Team

**Date: 03 May 2005**

### Audit of Post Office ® Ten Acre Street branch, FAD 3832015

An audit of accounts was undertaken at the above branch on Saturday 30 April 2005. The audit was performed at the request of Internal Crime. The audit commenced at 0845 and concluded at 1430 revealing a shortage of **£33437.39**. I was the Lead Auditor and was accompanied by Branch Auditor Guru Aubby. Internal Crime Managers, Colin Price, Paul Dawkins and Mike Cooksey were present throughout the audit.

The audit shortage was made up as follows:

	Inflated cash	£33575.72	*	
<i>subtract</i>	Cheque on hand difference	£200.37		**
<i>add</i>	Difference at audit	£66.83	***	
<i>subtract</i>	Previous week balance result	£4.79	****	

\* The previous nights declared cash on hand was obtained and compared to the cash counted on audit.

\*\* The cheque on hand figure was understated by £200.37; this is made up of two cheques (one cheque for a BT phone bill payment totalling £73.87 and a second cheque for TV licence payment totalling £126.50)

\*\*\* This figure is made up of stock on hand differences (TVLSS overstated by £20.00, Philatelic items overstated by £2.04, Postage overstated by £34.79 and Branded Post Office Phonecards overstated by £10.00.

\*\*\*\* This was the result of week 05 Cash Account not cleared.

At the outset of the audit Mr Tahir Mahmood Subpostmaster was not present, his father GRO was present and was setting up the branch ready for

trading. [GRO] contacted his son to advise of an audit and to ask him to come to the branch as soon as possible.

When Tahir Mahmood arrived at the branch I ask him if any more Post Office cash was on hand. Tahir Mahmood replied ' no there will be some differences'. When Tahir Mahmood said this I referred him to Colin Price. Colin Price took details of what Tahir Mahmood said.

Tahir Mahmood was precautionary suspended by Colin Price. The branch had not been open on the day of the audit and was defunded. The shortage was sent to Late Account.

The Post Office Card Account cards were forwarded to Selly Oak Branch via Royal Mail Special delivery.  
The PIN and PMMC, one set of safe keys and two datestamps were forwarded to Area 11 Intervention Office via Royal Mail Special delivery.

Colin Price took a supply of previously completed Cash accounts and the cash on hand declaration from 29 April 2005 with him on the morning of the audit.

Please contact me if you require any further information.

Alison Edwards  
Lead Branch Auditor

[GRO]

