



# Investigation Report Template

conducted for

## Case No. 0132

**Company**

Fairway Norton, Inc.

**Full Name of Investigator**

Ingrid Cambron

**Start Date of Investigation**

25/2/19, 7:15 am

**Score**

2/2 - 100%

**Completed on**

28/2/19, 5:02 pm

## Inspection - 2/2 - 100%

Question	Response	Details
<b>Investigation Report</b>		Score (2/2) 100%
<b>Background Information of the Subject</b>		
Full Name	Bryan Milone	
Contact Number	706-569-8708	
Email Address	bmilone@fairwaynorton.io	
<b>Type of Case</b>		Score (1/1) 100%
Identify the type of case.	<b>Complaint</b>	
Complaint Summary	<p>On February 20, an anonymous tip was received through the Fairway Norton Employee Hotline that accounts payable clerk, Bryan Milone, has allegedly been stealing company property. The source said that she saw Bryan packing a bunch of newly delivered optical mouse inside his bag on February 18. The case was assigned to me on February 25.</p>	
<b>Evidence</b>		

Question	Response	Details
Select and take/ attach photos of physical evidence.	Footage, Security access records, Physical objects	<p>1. CCTV footage shows Bryan holding a desktop monitor at 11:17PM on January 18, 2019. (Court order for release of CCTV records granted)</p> <p>2. Security access records show that Bryan entered the new storage room at 9:58PM on January 18, 2019. (Access of records authorized by Fairway Norton Technical Head)</p> <p>3. On February 28, an optical mouse was found inside the home of Bryan which matched the model and description of the delivered optical mouse at FNI Bldg. on February 18. (Search of evidence granted upon the suggestion of the subject to prove his innocence)</p>



Appendix 1



Appendix 2



Appendix 3

Detail all conducted interviews by tapping ADD INTERVIEW.

1

Full Name	Shauna Sigmon
Conducted on	26/2/19, 3:21 pm
Interview Location	7th Flr., FNI Bldg., Roosevelt Ave., Jeffcott, Victoria 3525
Content of Interview	"I was doing my routine cleaning on the seventh floor like where the stock room was and I caught a man wandering inside and it was like twelve midnight during that time. He got kind of surprised when I called him out but he just said that he was looking for something that his boss ordered him to get or something like that."

2

Full Name	Tyler Oshman
Conducted on	26/2/19, 5:30 pm
Interview Location	7th Flr., FNI Bldg., Roosevelt Ave., Jeffcott, Victoria 3525

Question	Response	Details
Content of Interview	"Bryan is a good colleague and I've been working with him here in Fairway for more than five years already. I don't think that he can do such a thing because he's such a hard worker. He stays in the office during the wee hours of the night because that's just who he is. It's like his work is his new wife or original wife actually."	
3		
Full Name	Jackson Buchanan	
Conducted on	27/2/19, 9:00 am	
Interview Location	7th Flr., FNI Bldg., Roosevelt Ave., Jeffcott, Victoria 3525	
Content of Interview	"I was on duty some time mid-January I think and I remember some dude holding something. Ah! For me that dude looked like he was on to something so I told my supervisor about it. I clearly remember that I reported it to him and even showed him the tape. He said he knew that dude and that he was just probably moving around the office and work somewhere else like on a different floor or I don't know. But my gut really seriously told me that it's something else."	
4		
Full Name	*Nancy	
Conducted on	26/2/19, 3:46 pm	
Interview Location	7th Flr., FNI Bldg., Roosevelt Ave., Jeffcott, Victoria 3525	
Content of Interview	"I am telling you. I really saw Bryan Milone stealing a bunch of unopened, unused, optical mouses that belonged to the company. He put them inside his bag but of course I don't know where he actually hid them after that night. How would I know? It just so happened that I was there and he was there so the burden was on me to actually report this, right? What else was I going to do? I couldn't go on working here without doing something about it."	
<b>Conclusion</b>		Score (1/1) 100%
What is the conclusion of the investigation?	Substantiated	There is clear evidence to prove that the subject stole company property. Therefore, the allegations are substantiated.

Question		Response	Details
Full Name and Signature of Investigator	Ingrid Cambron	28/2/19 5:01 pm	

# Media



Appendix 1

DATE	TIME	LOCATION	ID NO.	NAME	POSITION	ACCESS LEVEL
1/18/2019	06:43AM	VP-FINANCE OFFICE	4385765	David D. Shedy	VP-FINANCE	5
1/18/2019	09:24AM	BOARDROOM 1	1364657	Valda R. Lipsey	OPERATIONS MANAGER	3
1/18/2019	11:19AM	6TH FLR. STOCK ROOM	2571435	William C. Clemons	SALES REP1	2
1/18/2019	11:57AM	6TH FLR. STOCK ROOM	7742823	Margaret E. Saunders	SALES REP1	2
1/18/2019	01:32PM	BOARDROOM 10	1461463	Ramiro L. Brane	REGIONAL DIRECTOR	4
1/18/2019	03:08PM	ENTRANCE 2	3366438	Michael B. Hunt	CUSTOMER SERVICE	1
1/18/2019	09:58PM	STORAGE (NEW)	2465647	Bryan G. Milone	ACCOUNTS PAYABLE	2
1/19/2019	02:15AM	ST1-TORONTO'S	2222620	Wigmar W. Spritts	CUSTOMER SERVICE	1
1/19/2019	10:18AM	TRAINING ROOM 6	1241365	Adam J. Dalton	TRAINING SUPERVISOR	3
1/19/2019	12:17PM	RECORDS ROOM	6789953	Bufoir C. Feingold	PAYROLL	2
1/18/2019	01:15PM	667-PDRS BRUM	177668	William J. Mee	BAVDRU I	3

Appendix 2



Appendix 3