

Internal Audit Services

School Fraud Alert – February 2021

Fraudulent invoice alert

We have been informed of an attempted fraud incident by the National Anti-Fraud Network (NAFN). In this instance, a member of staff in a school received an email that appeared to be from their Head Teacher requesting urgent payment to an overdue invoice. The invoice looked authentic as it had the name of a real company with long established trading history and a presence on the internet. The address stated on the fraudulent invoice is one of the branch offices of the company. Upon closer inspection, they found the sending email address was not their Head Teacher's official email address. The email and the invoice received by the school are attached below:

From: [Redacted]
Sent: 14 January 2021 13:36
To: [Redacted] School)
Subject: [External]Fwd: ZNL Ltd Inv
[Redacted]
The invoice attached is overdue can you get it paid now ?
Kind Regards.
[Redacted]
Sent from my iPhone.

Zonal
Marketing Technologies

Zonal Retail Data Systems Ltd
Zonal Marketing Technologies
Unit 11 Cheshire House
Hurricane Close
Prime Point
Stafford
Staffordshire
England
ST16 1GZ
United Kingdom
T: +44 333 234 1209
E: info@zonal.co.uk
W: www.zonal.co.uk

INVOICE

Registration No: SC069596 Vat ID: GB 345 2547 56

Bill To:		Invoice No: 039673
		Date: 08/12/2020
		Due Date: 08/01/2021

Description	Quantity	Unit Price	Amount
* Professional Services * Corporate Administration Expenses * Business Consultancy & Advertisement Multicultural (Digital And Social Media)		£ 8,300	£ 8,300
		Sub Total	£ 8,300
		VAT	£ 1,660
		Total	£ 9,960

APPROVED ✓

Terms & Conditions :
- All Invoice Payment To Be Directed :
Zonal Ltd
Bank: APS Financial Service
Sort Code: 08-71-99
Account No: 01961265
Reference No: 039673

Zonal
Marketing Technologies

THANK YOU FOR YOUR BUSINESS!

Zonal Ltd
Bank: APS Financial Service
Sort Code: 08-71-99
Account No: 01961265
Reference No: 039673

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We have sent out similar fraud alerts in the past when Swindon schools notified us of potentially fraudulent emails received from the 'spoofed' email addresses of their Head Teachers requesting urgent payments. This type of fraud usually targets members of staff responsible for processing invoices or authorising payments. Please be vigilant when dealing with external emails, payment requests and bank account changes.

If you have any questions or would like to seek advice on this particular issue or any other fraud related matter, please do not hesitate to contact Nikki Soave, Principal Auditor on 07980 752065 or email nsoave@swindon.gov.uk.