

WHAT TO DO IF YOU SUSPECT FRAUD, WASTE, OR ABUSE

- ✓ Do contact the OIG Hotline.
- ✓ Do discuss your concerns with the OIG.
- ✓ Do seek answers to your questions in the normal course of business.
- ✓ Do cooperate with the OIG.
- ✗ Don't "tip off" subjects of actual or pending investigation.
- ✗ Don't feel compelled to "prove" a case or intent.
- ✗ Don't "stop" your normal course of business unless otherwise directed.



REPORT SUSPECTED FRAUD ACTIVITY

HOTLINE Contact Information:

- Phone: (888) 546-8740
- Email: OIG.Hotline@epa.gov
- Online:



HOTLINE FORM

Federal Employee, Contractor, or Grantee?

Federal employees are required to adhere to the Standards of Ethical Conduct for Employees of the Executive Branch. These standards include the requirement to disclose waste, fraud, abuse, and corruption to the appropriate authorities.

EPA contractors or grantees, or an employee of a contractor or grantee, have other similar but separate obligations to report wrongdoing.



OFFICE OF INSPECTOR GENERAL
U.S. ENVIRONMENTAL PROTECTION AGENCY

*The premier oversight organization
in the environmental space*

REPORTING FRAUD, WASTE, AND ABUSE

www.EPAOIG.gov

WHO WE ARE

Each federal agency has an independent Office of Inspector General charged with preventing and detecting fraud, waste, and abuse. Within the U.S. Environmental Protection Agency OIG, the Office of Investigations handles allegations of wrongdoing involving organizations or individuals that receive awards from, conduct business with, and work with the EPA or the U.S. Chemical Safety and Hazard Investigation Board. Anyone – including EPA and CSB employees, grantees, and contractors – may submit a complaint to the OIG Hotline.

WHAT ARE FRAUD, WASTE, AND ABUSE?

What is Fraud?

Generally, fraud is an intentional deception or false representation of a material fact designed to induce a person or entity, such as the U.S. or the EPA, to act detrimentally by giving up money or something of value.

What is Waste?

Waste is the extravagant, careless, or needless expenditure of government funds; the consumption of government property that results from deficient practices, systems, controls, or decisions; or other improper practices.

What is Abuse?

Abuse is the intentional or improper use of government resources. Examples include misuse of rank; position; authority; or physical property, such as tools, vehicles, or computers.

GENERAL FRAUD INDICATORS

General fraud indicators are applicable to many areas. The list presented below is not meant to be all-inclusive and should not limit the consideration of other factors.

- Termination of key personnel
- “Missing” files, reports, and invoices
- Altered documents
- Missing approval signatures
- Lack of separation of duties
- Discrepancies in handwriting
- Delays in production
- Uncharacteristic behavior, including a person living beyond his/her means
- Unusual patterns and trends in contracting and procurement



CONTRACT AND GRANT FRAUD EXAMPLES

COLLUSION OR PRICE FIXING

Occurs when bidders secretly agree to submit high bids to let a preselected bidder win. Competition is either limited or eliminated while prices are manipulated in favor of a few select vendors. Schemes can become very elaborate and sophisticated.

COST MISCHARGING

Occurs when contractors charge more than the authorized rates, which results in an overcharge to the government.

SOURCE SELECTION FRAUD

Occurs when a procurement official intentionally does not select the proposal that offers the best value to the government.

EMBEZZLEMENT AND CONVERSION

Embezzlement occurs when there is a fraudulent taking of funds or property by an employee, contractor, or grantee. Conversion occurs when there is an intentional taking of property or money without the authority to do so for personal benefit.

IMPROPER CLAIMS FOR PAYMENT

Occurs when a person knowingly submits, or causes someone to submit, false claims to the government. It can also occur when someone knowingly uses a false record material for a false claim or improperly avoids an obligation to pay the government.