



MILITARY DEPARTMENT
OFFICE OF THE ADJUTANT GENERAL
9800 Goethe Road - P.O. Box 269101
Sacramento, California 95826-9101

NGCA-CMD-IG

8 July 2015

MEMORANDUM FOR All Service Members and employees of the California Military Department

SUBJECT: Reporting Government Fraud, Waste and Abuse

1. Both the California Military Department Inspector General (MDIG) and the California State Auditor are your confidential avenues for reporting improper activities by state agencies or employees. It is your responsibility, as state employees and Service Members, to report any type of fraud, waste, or abuse, which ultimately protects scarce state resources, and to be free from retaliation for doing so.
2. State Civil Service employees and State Active Duty Service Members within the Military Department have multiple ways to confidentially report fraud, waste, and abuse. The MDIG is available to all state employees and Service Members and can be reached at 888-645-0411/ 916-854-3426 or by email at ng.ca.caarng.list.military-department-ig-mailbox-access@mail.mil.
3. For further information, see the attached State Auditor memorandum and State Auditor poster.

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SAUL RANGEL
Colonel(CA), CSMR
Inspector General

The California State Auditor's Office is your confidential avenue for reporting improper activities by state agencies or employees. It is your responsibility, as a government employee, to report any type of fraud, waste, or abuse, which ultimately protects scarce state resources, and to be free from retaliation for doing so. In 2014 alone, we received 2,526 allegations of wrongdoing from state employees and members of the public, most of which concerned misuse of state property, improper travel expenditures, and time and attendance abuse. Whistleblower complaints have triggered investigations revealing millions of dollars in wasteful spending in recent years, such as:

- A state department missed an opportunity to collect an estimated \$516 million in benefit overpayments owed to the State by failing for more than three years to participate in a program to intercept the federal tax refunds and other federal payments of those who were overpaid.
- A manager at a state department embezzled more than \$3,500 in state funds that she received when she recycled surplus state property on behalf of the department.
- A state department failed to keep an accurate inventory of state property at a training facility, which led to a loss of inventory valued at \$33,400.

To view our investigative reports, please visit our Web site: <http://www.auditor.ca.gov/reports/investigative>.

WHAT TO REPORT

Pursuant to Government Code section 8547.2, subdivision (b), improper acts by a state agency or employee that should be reported to the State Auditor include:

- Violations of state or federal law, including theft, fraud, or conflict of interest;
- Noncompliance with an executive order or Rule of Court;
- Noncompliance with the *State Administrative Manual* or the *State Contracting Manual*;
- Misuse or waste of state resources including property or employee time;
- Gross misconduct, incompetence, or inefficiency.

We do not have the authority to investigate violations of internal department policies or procedures.

WHISTLEBLOWERS ARE PROTECTED

If you report an impropriety, you are protected by the Whistleblower Protection Act, which:

- Requires us to protect your identity (except from law enforcement);
- Prohibits intimidation, threats, or coercion by state employees that could interfere with your right to disclose improper governmental activities.

If you believe that you have been retaliated against for disclosing an improper governmental activity, you should report this immediately to one of the following agencies:

State and court employees

State Personnel Board
801 Capitol Mall, MS53
Sacramento, CA 95814

California State University employees

Vice Chancellor of Human Resources
401 Golden Shore
Long Beach, CA 90802
Or contact the appointed campus administrator.

University of California (UC) employees

Contact the locally designated official for the UC facility at which you are employed. Visit www.ucop.edu for more information.

REPORT

IMPROPER

ACTIVITY



California
State Auditor

Contact the Whistleblower Hotline by phone, web, or mail

Phone

(800) 952-5665

Web

www.auditor.ca.gov

WHAT TO REPORT

Improper acts by a state agency or employee, such as:

- Violation of state or federal law.
- Noncompliance with an executive order, a Rule of Court, the State Administrative Manual, or the State Contracting Manual.
- Misuse or waste of state resources.
- Gross misconduct, incompetence, or inefficiency.

Some of the most commonly reported improper acts include misuse of state property, improper travel expenditures, and time and attendance abuse.

The California State Auditor does not have the authority to investigate violations of a department's internal policies or procedures.

COMPLAINTS ARE INVESTIGATED

The California State Auditor investigates complaints and reports the results of substantiated allegations to the:

- Head of the employing agency.
- Legislature, Governor, and appropriate law enforcement agencies.
- General public, keeping identities confidential.

WHISTLEBLOWERS ARE PROTECTED

The Whistleblower Protection Act requires the California State Auditor to protect your identity.

It also prohibits intimidation, threats, or coercion by state employees that could interfere with your right to disclose improper governmental activities.

If you feel that you have been retaliated against for reporting an improper governmental activity, you should report this immediately to one of the following agencies:

- State and court employees: write to the State Personnel Board at 801 Capitol Mall, MS53, Sacramento, CA 95814.
- University of California (UC) employees: contact the locally designated official for the UC facility at which you are employed.
- California State University employees: write to the Vice Chancellor of Human Resources at 401 Golden Shore, Long Beach, CA 90802 or contact the appointed campus administrator.

HOW
TO
REPORT



(800) 952-5665 *phone*
(916) 322-2603 *fax*



Investigations
California State Auditor
P.O. Box 1019
Sacramento, CA 95812



www.auditor.ca.gov/hotline
Note: complaints not accepted via e-mail

Pursuant to California Government Code section 8548.2, each state agency shall post this notice at its state office(s) in locations where employee notices are maintained. In compliance with California Labor Code section 1102.8, if you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225.