

Highlights

Internal Audit Report to the Board of Supervisors/School Board

Why We Did This Review

Internal Audit manages the Fraud, Waste, and Abuse HOTLINE program for the County and School Board.

The County's Hotline program is operated pursuant to the Code of Virginia § 15.2-2511.2 and provides a means for employees and citizens to confidentially report any activity or conduct where fraud, waste, or abuse are suspected. Chesterfield County Administrative Policy and Procedure 8-2 establishes the "tone at the top" of ethical expectations for all employees. The policy defines what constitutes fraud, with procedures employees must follow when fraud is suspected. Chesterfield County Personnel Policies (section 1-4) establish a code of ethics, further defining expectations for employee honesty and behavior. The combination of these elements provides a climate to help deter fraud and other unethical practices.

Our internal procedures require that a comprehensive annual report of activity be provided to the County Administrator and School Superintendent following fiscal year-end.

What We Recommend

This report is being furnished for information only.



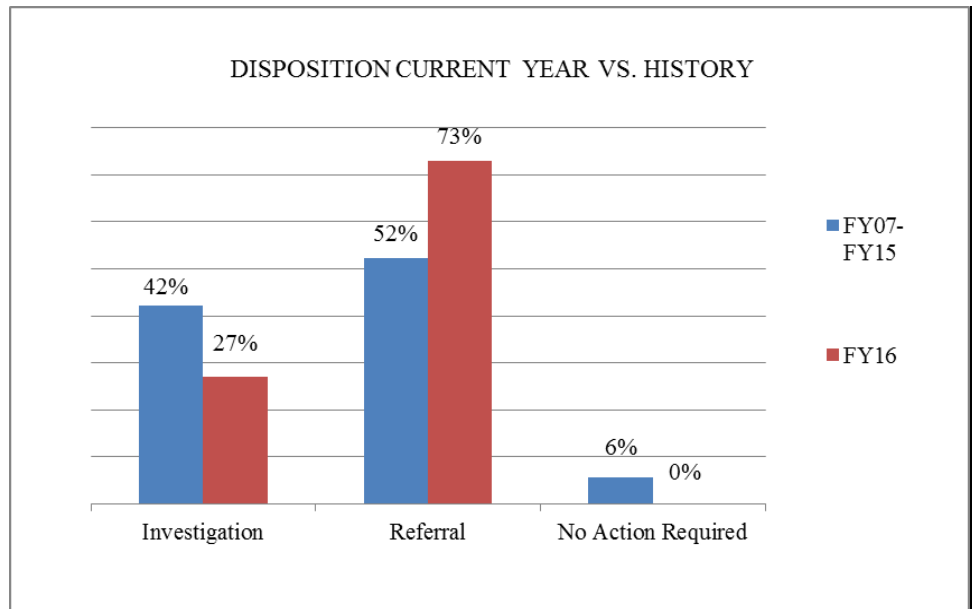
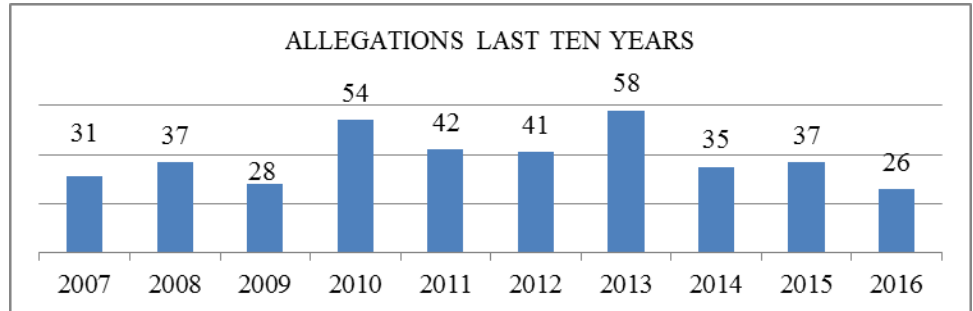
For more information, please contact Greg Akers, at 804-748-1240 or akersg@chesterfield.gov

Fraud, Waste, and Abuse HOTLINE Program FY16 Annual Report

Summary

This report summarizes activities from July 1, 2015 to June 30, 2016 for allegations that came to our attention through the HOTLINE Program.

Internal Audit received 26 allegations. The highest percentage of contact 38% came from the Fraud, Waste, and Abuse Hotline. The primary reporting source was citizens (54%). Common allegations concerned potential government vehicle misuse and employee time abuse.



Internal Audit completed 9 investigations (including 2 in process from prior fiscal year), with 1 investigation in process at year-end. 7 allegations were substantiated and outcomes included 4 terminations, 1 voluntary resignation, 1 disciplinary action, and multiple recommendations for process improvement.

Internal Audit partners with the Center of Organizational Excellence on ethics training during County new employee orientations and provides training on internal controls and ethics to departments as requested. In Fiscal Year 2016, a total of 796 employees received ethics training.

Ethics remains a top priority in Chesterfield County. We appreciate the coordinated efforts of staff and management working together to maintain an ethical environment and workplace.