

YOU

CAN PREVENT

FRAUD!

What is fraud?

Fraud is “the intentional, false representation or concealment of a material fact for the purpose of inducing another to act upon it to his or her injury” (Board Policy 350.1).

Examples may include

- Forgery
- Falsified accounting records
- Misrepresentation of leave or hours worked on time sheets
- Unauthorized alteration of financial documents
- Misappropriation of funds or other University assets
- Impropriety in financial transaction reporting
- Identity Theft
- Destruction, removal, or use of records, furniture, fixtures, and equipment for personal gain

What do you do if you suspect fraud?

1. Talk to your **immediate supervisor** and discuss your concerns
2. Report the activity to the **Director of Financial Affairs Compliance**, ADMN 123D, 575-5553 or
3. Call the **confidential fraud hotline** at 1-866-252-9838.

FRAUD HOTLINE

1-866-252-9838

