

## **Fraud, Waste & Abuse Notification**

### **Reporting Fraud, Waste and Abuse is Everyone's Responsibility!**

When A&M System employees have information about dishonest, unethical or criminal activities that might affect any A&M System member, it is their responsibility to report that information to the A&M System Internal Audit Department. These activities include, but are not limited to, theft, corruption, misuse of System vehicles and/or equipment, and conflicts of interest.

Some examples:

- Taking university or agency property home and using it for personal use.
- Stealing or borrowing money.
- Driving a university or agency vehicle to run personal errands.
- Using a university or agency credit card to buy personal items.
- Using a university or agency computer to run a private business.
- Requesting travel reimbursement for expenses not incurred.
- Not properly recording absences from work (sick, vacation, etc.) in LeaveTraq.

**Texas A&M University System has established a System-wide [Risk and Misconduct Hotline](#) to enable anyone to report dishonest, unethical or criminal activities online. The Hotline link is located at the bottom of all TAMHSC and TAMHSC unit homepages.**

**Alternatively, you may contact the System Internal Audit Department**  
(888) 501-3850  
(979) 458-7115

Texas A&M University System Internal Audit Department  
1200 TAMU  
College Station, TX 77843-1200

**All reports received will remain anonymous.**

For more detailed information, please review:

- Texas A&M University System Policy 07.01, Ethics  
online at <http://policies.tamus.edu/07-01.pdf>
- Texas A&M University System Policy 21.04, Control of Fraud and Fraudulent Actions  
online at <http://policies.tamus.edu/21-04.pdf>

Further background on required fraud detection and prevention practices for State Agencies, as well as helpful tools and best practices, can be found on the Texas Governor's website at <http://www.governor.state.tx.us/priorities/other/fraud>.