TO: All Department Employees

FROM: [Department Director or Designated Representative]

RE: Blow the Whistle on Government Fraud, Waste, and Abuse

The California State Auditor is your confidential avenue for reporting any type of 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 budget dollars. Moreover, with the significant influx of American Recovery and Reinvestment Act funds expected, it is important for you to be alert to any suspected misuse of these funds and report them to the California State Auditor.

If you report an impropriety, you are protected by the Whistleblower Protection Act, which:
- Requires the State Auditor 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.

Last year alone, the State Auditor’s Whistleblower Hotline received 2,163 complaints or inquiries. These complaints triggered investigations that have revealed millions of dollars in wasteful spending, such as:
- A department official improperly claimed $71,747 for commute and other expenses incurred near her home and headquarters.
- A department wasted $881,565 in state funds and lost $90,000 in potential interest earnings by purchasing 51 vans that were unused for more than two years.
- Two departments wasted $580,000 in state funds by continuing to lease 5,900 square feet of office space that one department had not occupied for more than four years.

HOW TO REPORT
You have three ways to confidentially report information to the California State Auditor
- Call the Whistleblower Hotline at:
  800-952-5665
  866-293-8729 (TTY)
  916-322-2603 (Fax)

- Mail information to:
  Investigations, Bureau of State Audits
  CALIFORNIA STATE AUDITOR
  555 Capitol Mall, Suite 300
  Sacramento, CA 95814

- Submit a complaint online to:
  http://www.bsa.ca.gov/hotline/filecomp
  (Note: complaints not accepted via email)