DATE:       June 25, 2018

TO:         All Faculty and Staff

FROM:       Claudia Catota, Assistant to the President for Equity, Inclusion and Compliance
            Whistleblower Administrator

SUBJECT:    Annual California Whistleblower Protection Act Notification

The California Whistleblower Protection Act (“CWPA”) (Government Code §§ 8547 et seq.) authorizes the California State Auditor’s office to accept complaints from state employees and members of the public regarding alleged improper governmental activities by state agencies, departments, and employees. Improper acts by a state agency or employee that should be reported to the State Auditor include: violations 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; and gross negligence, incompetence or inefficiently. CWPA also protects reporting parties from retaliation.

In compliance with CWPA, attached you will find the employee notification from the California State Auditor with information on reporting improper activity.

If you have any questions or concerns, please contact me at (661) 654-2137 or ccatota@csub.edu.
YOU CAN REPORT IMPROPER ACTS

We are 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. It is also your right to be free from retaliation for doing so.

In 2017 alone, we received 2,147 allegations of wrongdoing, most of which concerned misuse of state property, improper travel expenditures, and time and attendance abuse. Whistleblower complaints through our office have triggered investigations revealing more than $576 million in wasteful spending, such as:

- Four psychiatrists at a state facility worked significantly fewer than 40 hours per week during a one-year period. The cost of their missed work hours totaled $296,000.
- A state official received $152,000 in improper travel expense reimbursements over a 37-month period.
- An administrator unwisely entered into two contracts that wasted $652,919 in state-managed funds and did not comply with state contracting requirements.

HOW TO REPORT

You have three ways to report information to us confidentially:

Call the Whistleblower Hotline at:
800-952-5665
916-322-2603 (Fax)

(Note: The hotline is staffed Monday through Friday, 8 a.m. to 5 p.m. However, callers may leave a brief recorded message during other hours.)

Mail information to:
Investigations
California State Auditor
P.O. Box 1019
Sacramento, CA 95812

Submit a complaint online to:
http://www.auditor.ca.gov/hotline

We report substantiated allegations to the head of the employing agency, the Legislature, and the Governor. In addition, we report some of the substantiated allegations to the general public, keeping confidential the identities of the state employees involved. You can view these reports on our website at:
www.auditor.ca.gov/reports/investigative

We refer substantiated violations of law to law enforcement agencies, as appropriate.

To view an informational webinar hosted by CalHR, visit:
https://www.youtube.com/watch?v=9WFyLhJDOss

FRAUD WASTE ABUSE

BE PART OF THE SOLUTION!
**WHAT TO REPORT**

Pursuant to Government Code section 8547.2, subdivision (c), 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, Rule of Court, 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 PROTECT YOUR IDENTITY**

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.

**WHAT WE CAN’T INVESTIGATE**

We do not have the authority to investigate either violations of internal department policies or procedures or local government agencies and employees.

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