

# Fraud, Waste, and Abuse

## Camden County Schools

Camden County Administrative Regulation DIE-R describes procedures for reporting suspected fraudulent activity. Procedures for reporting suspected waste or abuse of federal funds are identical to those listed in DIE-R with regard to suspected fraud. Below are definitions of waste and abuse followed by information from the regulation.

### **DEFINITIONS:**

“Waste” means the intentional or unintentional, thoughtless or careless expenditure, consumption, mismanagement, use or squandering of resources owned or operated by the locality to the detriment or potential detriment of the locality. Waste also includes incurring unnecessary costs because of inefficient or ineffective practices, systems, or controls.

“Abuse” means the excessive or improper use of something, or the employment of something in a manner contrary to the natural or legal rules for its use; the intentional destruction, diversion, manipulation, misapplication, maltreatment, or misuse of resources owned or operated by the locality; or extravagant or excessive use so as to abuse one’s position or authority.

### **Reporting Suspicion of Fraudulent Activities**

**Purpose:** To ensure the reporting of suspicion of fraudulent activity, the Camden County Board of Education provides employees, clients and providers with confidential channels for such reporting.

**Definitions:** Fraud: A false representation of a matter of fact, whether by words, by conduct, or by concealment of that which should have been disclosed, that is used for the purpose of misappropriating property and/or monetary funds.

### **Statement of Administrative Regulations:**

The Camden County Board of Education thoroughly and expeditiously investigates any reported cases of suspected fraud to determine if disciplinary, financial recovery and/or criminal action should be taken.

**Confidentiality:** All reports of suspected fraud must be handled under the strictest confidentiality. Only those directly involved in the investigation should be provided information regarding the allegation. Informants may remain anonymous but should be encouraged to cooperate with investigators and should provide as much detail and evidence of alleged fraudulent acts as possible.

**Procedures and Responsibilities:**

1. Anyone suspecting fraudulent activity should report their concerns to the Camden County Board of Education, School Superintendent, or Finance Director at 912-729-5687.
2. Any employee with the Camden County Board of Education (temporary staff, full-time staff and contractors) who receives a report of suspected fraudulent activity must report this information within the next business day.
3. Employees have the responsibility to report suspected fraud. All reports can be made in confidence.
4. The Camden County Board of Education shall conduct investigations of employees, providers, contractors, or vendors.
5. If necessary, the person reporting will be contacted for additional information.
6. Periodic communication through meetings should emphasize the responsibilities and channels to report suspected fraud.