



## Oregon State University University Fraud, Waste, and Abuse Reporting Policy

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This policy sets forth guidelines for reporting known or suspected fraud, waste and abuse within Oregon State University (OSU).

OSU has a stewardship responsibility over all resources entrusted to it.

### AUTHORITY

#### **Oregon Revised Statutes (ORS)**

- [ORS 244, Government Ethics](#)
- [ORS 297, Audits of Public Funds and Financial Records](#)
- [ORS 351, Higher Education Generally](#)
- [ORS 352, Institutions of Higher Education](#)
- [ORS 659, Miscellaneous Prohibitions Relating to Employment and Discrimination](#)

### DEFINITIONS

**Suspected fraud, waste, or abuse** is a reasonable belief or actual knowledge that fraud, waste, and/or abuse is occurring or has occurred. Concerns may include but are not limited to the following functional categories:

- **Academic & Student Affairs**
- **Accounting & Financial**
- **Athletics**
- **Human Resources**
- **Information Technology**
- **Research**
- **Risk and Safety**
- **University Health Centers**
- **Other**

**Campus management and the President's Office** includes the president, vice presidents, provost, vice provosts, deans, directors, and division/department heads, as well as other managers authorized to determine and assign duties to university employees.

### RESPONSIBILITIES

All employees of Oregon State University shall report known or suspected instances of fraud, waste, and/or abuse. Matters can be reported to campus management, the OSU Office of Audit Services (OAS), or through the OSU hotline. Campus managers who receive notice of suspected

or known fraud, waste, and/or abuse are required by this policy to report such matters to the OAS. When employees do not feel comfortable discussing these matters directly with the OAS or campus management, reporting can be made through the OSU hotline:

**OSU Hotline:** 1.855.388.4971 or [www.oregonstate.ethicspoint.com](http://www.oregonstate.ethicspoint.com)

OSU contracts with NAVEX Global, an independent, third-party vendor, to provide this confidential and anonymous telephone and Internet system for reporting concerns.

NAVEX Global reports concerns received on the hotline to OAS, who coordinates investigation efforts of reported concerns in conjunction with necessary campus and external parties as deemed appropriate.

Employees who identify themselves and make a good faith report of suspected fraud, waste, or abuse are protected from retaliation, in accordance with ORS 659A. OSU will maintain confidentiality for employees reporting suspected irregularities, misconduct, safety issues, or other concerns to the extent possible under the law.

In accordance with [ORS 297](#), the Secretary of State Audits Division <http://www.sos.state.or.us/audits/> is notified of all complaints and confirmed losses that are in excess of \$100.

## **CONTACT INFORMATION**

Direct questions about this policy to the following office:

Oregon State University Office of Audit Services  
Phone: (541) 737-0505  
<http://oregonstate.edu/leadership/audit/home>

## **Document History:**

- Promulgated July 18, 2014 by majority vote of the Board of Trustees