

Whistleblower Complaints

The Complaint procedure is for **Employees** and **Third Parties** of Cal State LA (including students) who wish to submit a Complaint that alleges **Improper Governmental Activity** and/or Significant Threat to Health or Safety has occurred or is occurring at the University. ([EO 1115](#))

What to Report

Improper Governmental Activities

- (1) is in violation of any state or federal law or regulation, including, but not limited to, corruption, malfeasance, bribery, theft of government property, fraudulent claims, fraud, coercion, conversion, malicious prosecution, misuse of government property, misuse of state expenditures, including allocations, loans, or grants, or willful omission to perform duty, or
- (2) is economically wasteful, involves gross misconduct, incompetence, or inefficiency. For the purposes of this policy (EO 1115), "Improper Governmental Activity" includes Significant Threats to Health or Safety and Illegal Order(s).

Fiscal Improprieties

Reporting of actual or suspected **Fiscal Improprieties** is included under Improper Governmental Activities

Whistleblower Complaints

Fiscal Improprieties

include:

Fraud, embezzlement, or theft.

Initiated not only by a campus constituent such as a student, university employee, or auxiliary employee, but also by an external party.

Actions that result in a loss of assets, even if the loss is later recovered or reimbursed.

Employee Theft: *75% of employees have stolen from their employer at least once.*

Fiscal Improprieties

Examples

- Forgery or unauthorized alteration of any document or account belonging to the CSU.
- Forgery or unauthorized alternation of a check, bank draft, or any other financial document.
- Misappropriation of funds, supplies, or other CSU assets, including employee time.
- Theft of university or auxiliary funds by a third party.
- Theft of student funds, including financial aid awards.
- Impropriety in the handling of money or reporting of CSU financial transactions.
- Profiting as a result of insider knowledge of CSU information or activities.
- Unauthorized disclosure of investment activities engaged in or contemplated by the CSU.
- Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the CSU, except as permitted by law and CSU policy.
- Any other dishonest act regarding the finances of the CSU.