



Title: Procedure for Reporting Fraud, Program Abuse or Criminal Misconduct

Purpose: To provide a policy for reporting fraud as outlined in TEGL 2-12

Background

The detection and prevention of fraud and abuse in programs authorized by the US and New Jersey Departments of Labor is a high priority. The Gloucester County Workforce Development Board and the staff at the American Job Center may become aware of actual, potential or suspected fraud, or gross mismanagement or misuse of WIOA program funds. The Training and Employment Guidance Letter (TEGL) 2-12 provides the US/NJ Departments' policy and procedures for reporting and investigating allegations of wrongdoing or misconduct to include allegations of suspected fraud, program abuse and criminal conduct involving grantees and other recipients of Federal funds.

WDB Responsibilities

The WDB is responsible for following the procedures set forth in TEGL 2-12. Allegations, suspicions, and complaints involving possible waste, fraud, abuse or criminal misconduct must be immediately documented using the incident reporting form (OIG 1-156 <https://oig.hhs.gov/fraud/report-fraud/index.asp>). Situations involving imminent health or safety concerns, or imminent loss of funds exceeding \$50,000 are considered emergencies. Emergencies must be immediately reported to the Office of the Inspector General and the USDOL Department's Office of the Financial and Administrative Management (OFAM) by phone and with written reports using the incident reporting form (OIG 1-156 <https://oig.hhs.gov/fraud/report-fraud/index.asp>). Refer to TEGL 2-12 (Attached) for additional information.

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