Authority and Standards

In accordance with Section 20.055, Florida Statutes, an Office of Inspector General is established in each state agency to provide a central point for coordination of and responsibility for activities that promote accountability, integrity, and efficiency in government. In carrying out the investigative duties and responsibilities specified in this section, each inspector general shall initiate, conduct, supervise, and coordinate investigations designed to detect, deter, prevent, and eradicate fraud, waste, mismanagement, misconduct, and other abuses in state government.

Within the FDEO OIG, investigations are conducted in accordance with applicable Principles and Standards for Offices of Inspector General, published by the Association of Inspectors General. The standards include, but are not limited to:

- **Individuals assigned to conduct the investigative activities should collectively possess the knowledge, skills, and experience required for the investigative work;**
- **Staff involved in performing or supervising any investigative assignment must be free from personal or external impairments to independence and should constantly maintain an independent attitude and appearance; and**
- **Investigations should be conducted and a report issued in a timely manner.**

If you would like to contact OIG Investigations call:

James Bellflower
Director of Investigations
Tel: 850-245-7135
OIG@DEO.MyFlorida.com

Fraud, Program Abuse or Mismanagement

1-850-245-7135

Online Reporting Form

www.FloridaJobs.org

Call when you . . .

- think someone is using Department property or people for personal gain;
- think someone is intentionally misleading the Department for financial gain;
- think someone is taking some benefit "to look the other way;" or
- you're not sure if you should call to report your suspicions.

Office of Inspector General
107 East Madison Street, MSC 300
Tallahassee, FL 32399-4126

Tel: 850-245-7135
Fax: 850-245-7144

www.floridajobs.org/office-directory/
office-of-the-inspector-general/about-our-office

FLORIDA DEPARTMENT of ECONOMIC OPPORTUNITY

OIG Investigations Section

Mission

To deter, detect and investigate internal and external fraud or employee misconduct impacting the Florida Department of Economic Opportunity.

What prompts an investigation?

An investigation is normally initiated when a complaint or allegation is received in person, by letter, telephone (hotline) or on a web-based complaint form.

- ## Our Process

Based on the severity of the allegation, an investigation may be initiated by the Office of Inspector General (OIG) or a request for inquiry may be forwarded to management. In either case, complaints are documented, numbered and maintained on file. When the OIG conducts an investigation, activity is documented including witness contacts and a formal report is issued. When an investigation is complete, a conclusion is reached regarding whether the allegation has been substantiated, unsubstantiated or neither supports nor refutes (evidence that does not lead to another supportable determination). As required by Section 20.055, Florida Statutes, information will be provided to law enforcement when there may be a violation of criminal law.

- ## The Outcome

When an investigation is categorized as proved, it is referred to management for action. Managers confer with Human Resource management, senior management and the Office of General Counsel to determine the appropriate level of action to take.

Once this action is finalized, managers notify the OIG of the outcome.

As a Manager,

you may be briefed on an allegation that is under investigation. Before informing others of the known allegation, contact the assigned investigator first—senior management may have already been informed.

If an employee under your supervision is scheduled for an interview as a *witness*, he or she, must cooperate with official Department investigations in accordance with the FDEO Employee Handbook.

If an employee under your supervision is scheduled for an interview as a *subject*, he or she, must also cooperate in accordance with the FDEO Employee Handbook.

As a Witness,

you may be asked questions about another person or situation. While it may be uncomfortable answering, the investigator needs the most accurate information possible. The information that you provide can influence the outcome of the case. Being cooperative, truthful and keeping the contents of discussion confidential will assist the investigative process.

As a Subject,

your cooperation, honesty and discretion in keeping the contents of discussion confidential will assist the investigative process. The objective of the OIG is to determine if there is sufficient evidence to objectively substantiate an allegation and to provide managers with a report clearly outlining the facts supporting that determination.

Cooperation Policy

FDEO's cooperation policy states that employees of the Department must cooperate with duly appointed investigators from the Office of Inspector General and Office for Civil Rights to uncover the facts surrounding possible violations and answer questions related to the performance of one's official duties. Department employees shall not offer incorrect or misleading information and shall not destroy evidence.

DEO OIG ***will always strive to protect public money and property and maintain a high level of awareness to indicators of fraud or other criminality impacting the Department. Any attempt by Department employees, members of the public, contractors, subcontractors or others to use their association with the Department to gain a financial or other benefit, to which they are not properly entitled, will be promptly investigated and appropriate action will be pursued.***

DEO

FLORIDA DEPARTMENT of ECONOMIC OPPORTUNITY