

# UNIVERSITY OF CALIFORNIA

# HOW TO BLOW THE WHISTLE ON SUSPECTED IMPROPER ACTIVITIES



*The University of California wants you to report improper activities, and will protect you from retaliation for whistleblowing*

## **What You Can Report**

Any activity by UC or a UC employee that violates a state or federal law or regulation (e.g., corruption, malfeasance, bribery, theft or misuse of government property, fraud, coercion, or conversion); or wastes money, or involves gross misconduct, gross incompetence, or gross inefficiency

## **Where To Report**

- Your supervisor (or another appropriate administrator within your unit), who will report it to:
  - LBNL Internal Audit Department 510-486-4472
  - LBNL Human Resources 510-486-6747
  - DOE Inspector General 1-800-541-1625
  - DOE Employee Concerns Program (Chicago) 1-800-701-9966
- Directly to any of the above offices
- Whistleblower Hotline:  
1-800-403-4744 or  
[universityofcalifornia.edu/hotline](http://universityofcalifornia.edu/hotline)  
(Our telephone & web hotline is independently operated to help ensure confidentiality.)

## **How To Report**

- In writing or orally
- With as much specific factual information possible (Report what you know, but don't investigate—leave that to the experts!)
- Anonymously, if preferred

*Confidentiality will be maintained, to the extent possible*

## **Protection from Retaliation**

Complaints regarding suspected retaliation for reporting improper activities may be filed with the LBNL Chief Operating Officer, the Human Resources Department, or the DOE Employee Concerns Program.

## **For More Information**

The University's Whistleblower and Whistleblower Protection policies, and additional information, can be found online at <http://ucwhistleblower.ucop.edu>

**In addition to these procedures, you have the option of reporting improper activities directly to the State Auditor whistleblower hotline at 1 (800) 952-5665, or to the California Attorney General hotline at 1 (800) 952-5225.**

## **A Message from the State Auditor:**

CALL THE STATE AUDITOR'S WHISTLEBLOWER HOTLINE TO REPORT THE IMPROPER ACTS OF STATE AGENCIES OR EMPLOYEES  
*Blow The Whistle on State Government Fraud and Waste*

### WHAT WE INVESTIGATE:

- Illegal acts like theft, fraud, or conflicts of interest by state employees.
- Misuse or abuse of state property or time by state employees.
- Gross misconduct, incompetence, or inefficiency by state employees.

### WE FOLLOW THROUGH WHEN OUR INVESTIGATION SUBSTANTIATES YOUR ALLEGATION

Although we have no enforcement power, we keep the ball rolling by reporting the results of investigations that substantiate improprieties to:

- The head of the employing agency
- The attorney general or other enforcement agencies, legislative committees, and any other authority with jurisdiction
- The general public, keeping identities confidential

### STATE LAW GOES TO BAT FOR YOU

- It requires the Bureau of State Audits to shield your identity (except from law enforcement).
- It helps guard against intimidation, threats, or coercion by state employees that could interfere with your right to disclose improper government activities.
- It helps keep you safe from reprisal, retaliation, threats, or coercion for reporting such information.

If you're a state employee, contact the State Personnel Board in writing at 801 Capitol Mall, MS53, Sacramento, CA 95814. For additional information, call (916) 653-1403.

- University of California (UC) has its own system. If you work for UC, check our web site, [www.bsa.ca.gov/bsa/hotline/filecomp.html](http://www.bsa.ca.gov/bsa/hotline/filecomp.html), for a link to information on its current policy.
- California State University (CSU) has its own system. If you work for CSU, check our web site, [www.bsa.ca.gov/bsa/hotline/filecomp.html](http://www.bsa.ca.gov/bsa/hotline/filecomp.html) for a link to information on its current policy.

REPORT WHAT YOU KNOW—Call 1(800) 952-5665 or Mail the information to: Investigations, Bureau of State Audits, 555 Capitol Mall, Suite 300, Sacramento, CA 95814.

We cannot accept complaints via our web site or email. However, visit our web site at [www.bsa.ca.gov/bsa/hotline/filecomp.html](http://www.bsa.ca.gov/bsa/hotline/filecomp.html) for more information on filing complaints.

Remember! The Bureau of State Audits can only investigate state government improprieties. We do not investigate misconduct by federal or local governments or by private businesses or organizations.

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IF YOU EXPERIENCE RETALIATION, SPEAK UP!

