Dear UCR Faculty, Staff and Students:

I hope that your Spring quarter is off to a great start. As UC Riverside's Locally Designated Official (LDO) for whistleblower complaints and whistleblower retaliation complaints, I wanted to provide you with information on how to report allegations of improper governmental activities by campus officials, should you find yourself in such a situation.

Despite our best efforts and internal controls at UCR, intentional and unintentional violations of laws, regulations and University policies do occur from time to time on campus, and may constitute improper governmental activities. Under the UC Whistleblower Policy and the California Whistleblower Protection Act, UCR has a responsibility to look into allegations of improper governmental activities. Examples of issues to report include bribery, theft, fraud, corruption, misuse of University property and gross misconduct/incompetence.

Attached is a poster with essential information about whistleblower reporting at UCR, plus a message from the California State Auditor. It is preferable that reports of allegations of suspected improper governmental activities be made in writing, but allegations can be made orally, including through the University's whistleblower Hotline (1-800-403-4744). Copies of this poster can be found around campus. Additional information about UC's whistleblower and whistleblower protection policies can be found at [http://ucwhistleblower.ucop.edu/](http://ucwhistleblower.ucop.edu/). Thank you.

Sincerely,

William Kidder
Assistant Executive Vice Chancellor and Campus LDO
900 University Ave.
4148 Hindraker Hall
UC Riverside
Riverside, CA  92521
(951) 827-1128
william.kidder@ucr.edu
Dear UCR Faculty, Staff and Students:

With this academic year coming to a close, as UC Riverside’s Locally Designated Official (LDO) for whistleblower complaints and whistleblower retaliation complaints I wanted to provide members of the UCR community with information on how to report allegations of improper governmental activities by campus officials.

Despite our best efforts and internal controls at UCR, intentional and unintentional violations of laws, regulations and University policies do occur from time to time on campus, and may constitute improper governmental activities. Under the UC Whistleblower Policy and the California Whistleblower Protection Act, UCR has a responsibility to look into allegations of improper governmental activities. Examples of issues to report include bribery, theft, fraud, corruption, misuse of University property and gross misconduct/incompetence.

Attached is a poster with essential information about whistleblower reporting at UCR, which includes an updated message from the California State Auditor. It is preferable that reports of allegations of suspected improper governmental activities be made in writing, but allegations can be made orally, including through the University’s whistleblower Hotline (1-800-403-4744). Copies of this poster can be found around campus. Additional information about UC’s whistleblower and whistleblower protection policies can be found at http://www.ucop.edu/uc-whistleblower/. Thank you.

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What You Can Report
Any activity by UC or a UC employee that
- violates a state or federal law or regulation, such as
t  - corruption
  - malfeasance
  - bribery
  - theft or misuse of government property
  - fraud
  - coercion
  - conversion
- wastes money, or
- involves gross misconduct, gross incompetence, or gross inefficiency

Where To Report
- Your Supervisor
- Another University Administrator
- Human Resources Office
- Academic Personnel Office
- Internal Audit Office
- UCR Locally Designated Official:
  William Kidder, Assistant Executive Vice Chancellor
  (951) 827-1128 or william.kidder@ucr.edu
- Universitywide Whistleblower Hotline:
  (800) 403-4744 or 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 as possible (Report what you know, but don’t investigate—leave that to the experts!)
- Anonymously, if preferred

Protection from Retaliation
If you believe you have been retaliated against for blowing the whistle on improper activity, please file a complaint with your Human Resources or Academic Personnel Office, your Locally Designated Official, or your supervisor.

For More Information
The University’s Whistleblower and Whistleblower Protection policies, and additional information, can be found online at http://ucwhistleblower.ucop.edu.

Other Reporting Mechanisms
- State Auditor’s Whistleblower Hotline, at (800) 952-5665
  www.auditor.ca.gov/hotline
- California Attorney General’s Hotline, at (800) 952-5225
  You may also report fraud, waste & abuse involving specific federal programs directly:
  - Recovery Act Fraud Hotline (Misuse of Stimulus Spending), at (877) 392-3375
  - Department of Defense Hotline, at (800) 424-9098
  - Department of Homeland Security Hotline, at (800) 323-8603

A Message from the State Auditor
REPORT IMPROPER ACTIVITY TODAY — Contact the Whistleblower Hotline

HOW TO REPORT
Contact the Whistleblower Hotline:
(800) 952-5665 Phone or (916) 322-2603 Fax

Mail Information to:
Investigations
California State Auditor
P.O. Box 1019
Sacramento, CA  95812

Submit a complaint online to: www.auditor.ca.gov/hotline
(Note: complaints not accepted via e-mail.)

Whistleblowers are Protected
The Whistleblower Protection Act requires the California State Auditor to protect your identity.

WHAT TO REPORT
Improper acts by a state agency or employee such as:
- Violation of state or federal law.
- Noncompliance with an executive order, Rule of Court, the State Administrative Manual, or the State Contracting Manual.
- Misuse or waste of state resources.
- Gross misconduct, incompetence, or inefficiency.
Some of the most commonly reported improper acts include misuse of state property, improper travel expenditures, and time and attendance abuse.

YOUR IDENTITY IS PROTECTED
The California State Auditor does not have the authority to investigate violations of a department’s internal policies or procedures.

COMPLAINTS ARE INVESTIGATED
The Whistleblower Protection Act requires the State Auditor to protect your identity.

The California State Auditor investigates complaints and reports the results of substantiated allegations to the:
- Head of the employing agency.
- Legislature, the Governor, and appropriate law enforcement agencies.
- General public, keeping identities confidential.

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(Note: complaints not accepted via e-mail.)

Whistleblowers are Protected
The Whistleblower Protection Act requires the California State Auditor to protect your identity.
It also prohibits intimidation, threats, or coercion by state employees that could interfere with your right to disclose improper governmental activities. If you feel you have been retaliated against for reporting an improper governmental activity, you should report this immediately to one of the following agencies:
- State and court employees: write to the State Personnel Board at 801 Capitol Mall, MS53, Sacramento, CA 95814.
- University of California (UC) employees contact the Locally Designated Official for the UC facility at which you are employed.
- Visit http://ucwhistleblower.ucop.edu for information on UC’s current policy, or visit universityofcalifornia.edu/hotline to file a complaint.