

*The policies of the Associated Students Incorporated are in compliance with the regulations of California State Polytechnic University, Pomona, the CSU Chancellor and the CSU Board of Trustees as well as all applicable state and federal laws.*

**Department:** Business Services

**Policy Category:** Accounting/Administration

**Subject:** Whistleblower Policy (Proposed as of 11/3/09)

**Objective:**

This policy is intended to prevent illegal acts, inappropriate use of property and gross misconduct. The California Whistle Blower Hotline (800) 952-5665 provides the opportunity to report the improper activities of state agencies, auxiliary organizations or their employees. The Bureau of State Audits (BSA), operator of the Hotline, investigates:

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

**Legal Basis:**

California Whistleblower Protection Act.

*GOVERNMENT CODE  
TITLE 2. Government of the State of California  
DIVISION 1. General  
CHAPTER 6.5. State Auditor  
ARTICLE 3. California Whistleblower Protection Act*

Cal Gov Code § 8547.1 (2005)

The Legislature finds and declares that state and auxiliary employees should be free to report waste, fraud, abuse of authority, violation of law, or threat to public health without fear of retribution. The Legislature further finds and declares that public servants

best serve the citizenry when they can be candid and honest without reservation in conducting the people's business.

- It requires The Bureau of State Audits to protect the employee's identity (except for law enforcement).
- It helps guard against intimidation, threats, or coercion by employees that could interfere with their right to disclose improper government activities.
- It shields the employee from reprisal, retaliation, threats, or coercion for reporting such information.

### **Policy Statement:**

The BSA reviews all tips and investigates whenever possible. Although they have no enforcement power, they keep the ball rolling by reporting investigations that substantiate improprieties to:

- The head of the agency involved
- The attorney general or other enforcement agencies, legislative committees, and other authority with jurisdiction
- The general public, keeping your identity confidential

The BSA can only follow up on state government improprieties. They do not investigate misconduct by federal or local governments or by private businesses or organizations.

### **Implementing Procedures:**

If you experience retaliation, there are three ways to share information with the BSA:

- Call the Whistleblower Hotline at (800) 952-5665
- Mail to:  
Investigations Bureau of State Audits  
555 Capitol Mall, Suite 300  
Sacramento, CA 95814
- Submit complaints online at  
<https://www.bsa.ca.gov/contactus/complaint.php>