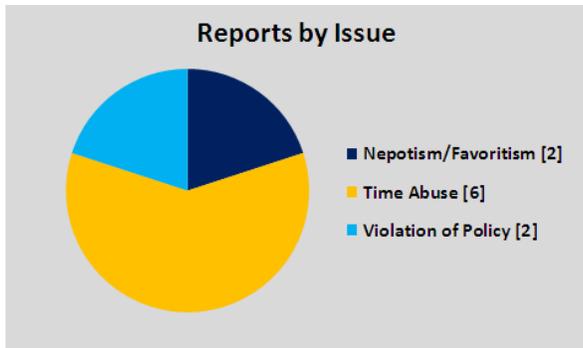


City of Roanoke Municipal Auditing Fraud, Waste, and Abuse Hotline Quarterly Update September 5, 2012

Report Statistics

There were ten [10] hotline reports filed between April 1, 2012 and August 22, 2012.



Source of Reporting			
Source	Reports	% of Reports	
Employees	5	50.0%	
Non-Employees	5	50.0%	
Total	10		

Report Intake Method			
Intake Method	Reports	% of Reports	
Internet	5	50%	
Call Center	1	10%	
Internal Entry	4	40%	
Total	10		

Anonymous			
Source	Reports	% of Reports	
Anonymous	8	80.0%	
Identified	2	20.0%	
Total	10		

Infraction Duration			
Duration	Reports	% of Reports	
1 to 3 months	1	10%	
3 months to a year	1	10%	
Don't know	3	30%	
More than a year	4	40%	
Once	1	10%	
Total	10		

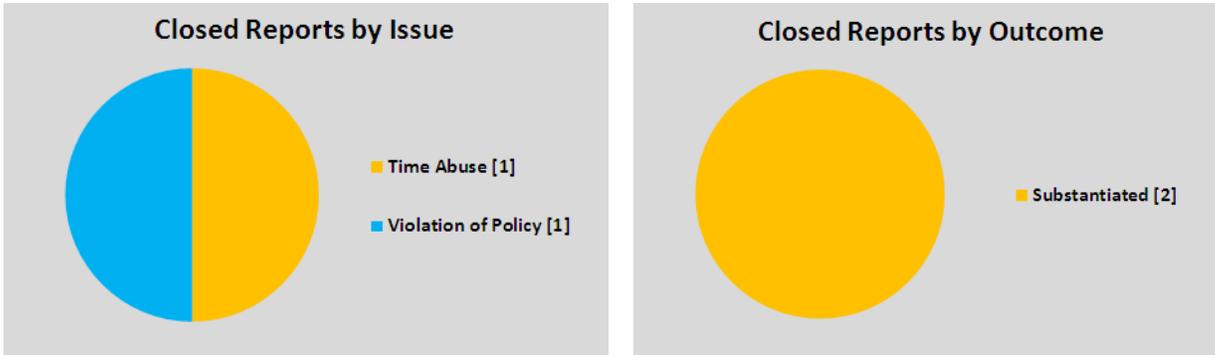
Management Implicated			
Status	Reports	% of Reports	
Don't Know / Don't Wish To Disclose	3	30%	
No	2	20%	
Yes	5	50%	
Total	10		

Current Status:

- 2 reports have been referred to other agencies / departments
- 6 reports are being investigated by Municipal Auditing
- 2 reports have been substantiated by Municipal Auditing and have been closed

Closed Reports

We concluded on two [2] reports during the first quarter.



Time Abuse

Please see attached Report of Investigation #13004.

Violation of Policy

City of Roanoke Administrative Procedure 3.3, Cash Receipts and Collection Reports, states that it is the duty of each department to deposit with the City Treasurer all funds collected, by noon of the business day following collection. The Office of Real Estate Valuation accepts a \$50 fee for processing rehabilitation tax credit applications. We substantiated these fees were not being deposited timely. Management has revised office procedures that help ensure compliance with Administrative Procedure 3.3 in the future.