

PART 2012 - AUDITS AND INVESTIGATIONS

Subpart D - National Office Processing and Handling of Investigation  
Reports

§2012.151 General.

This Instruction provides the requirements for processing and handling Office of Inspector General (OIG) investigation reports. OIG sends investigation reports to the National Office, Planning and Analysis Staff (PAS), Attention: Liaison Officer. PAS sends each report involving either program operations or administrative management to the appropriate Assistant Administrator. For reports involving Rural Development employees, PAS sends the report to the Personnel and Employee Relations Staff, Employee Relations Branch (ERB). For processing and handling of hotline complaints, refer to §2012.64 of RD Instruction 2012-B.

§2012.152 Processing investigations.

Directors of the National Office and Finance Office who get information about fiscal or other offenses defined in §2012.55 of RD Instruction 2012-B concerning their own employees, will make a request for investigation through the appropriate OIG Regional Office listed in Exhibit A of RD Instruction 2012-B, or make an administrative report to the National Office, Attention: ERB. A copy of all requests for investigation will be sent to PAS, Attention: Liaison Officer.

§2012.153 [Reserved]

§2012.154 Handling investigations.

(a) Employee report material. After the OIG investigative report is received by ERB, they will discuss the report with the responsible State, National Office, or Finance Office Division/Staff to determine the extent of noncompliance with policy and procedure, and to obtain recommendations for actions.

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§2012.154 (Con.)

(b) Follow-up action. The ERB will follow-up on actions taken by the State Director or the Assistant Administrator, Finance Office. For cases not under its authority, the ERB prepares recommendations for personnel action by a National Office official or the Director of Personnel of the Department. In criminal cases, the ERB will notify the Office of the General Counsel and the OIG of the actions approved. The ERB will notify the State Director or the Assistant Administrator, Finance Office, of the action to take on matters not within their authority.

(c) Closing. To close an OIG investigative report, ERB must notify OIG and PAS in writing that all administrative action has been taken against the employee or an explanation as to why administrative action is inappropriate.

§§2012.155 - 2012.200 [Reserved]

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