



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

November 6, 2006

OFFICE OF BUSINESS AFFAIRS MEMORADUM No. FY07-16

Distributed via Campus Email

To: All Employees

From: Mary Lee Hodge *mlh*
Vice President for Business Affairs

Re: Fraud Notification

Prairie View A&M University strives to ensure that it is compliant with Texas A&M University System regulations. When Prairie View A&M University employees have information about dishonest, unethical or criminal activities that might affect any A&M System member, it is their responsibility to report that information to the A&M System Internal Audit Department. These activities include, but are not limited to, theft, corruption, misuse of System vehicles and/or equipment, and conflicts of interest. Examples of reportable activities are:

- Taking university or agency property home and using it for personal use
- Stealing or borrowing money
- Driving a university or agency vehicle to run personal errands
- Using a university or agency credit card to buy personal items

To report dishonest, unethical or criminal activities, contact the System Internal Audit Department at (888)501-3850 or (979)458-7115 or at www.tamus.edu/offices/iudit. Information can also be mailed to The Texas A&M University System Internal Audit Department, 1200 TAMU, College Station, Texas 77843-1200. All reports are anonymous.

Xc: Dr. George C. Wright
Ms. Cathy Smock

mlh/pgs