



# PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

October 1, 2008

OFFICE OF BUSINESS AFFAIRS MEMORADUM No. FY09-06

Memo FY 09-06 Supersedes VPBA Memo 08-06

Distributed via Campus Email

To: All Employees

From: Mary Lee Hodge  
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. 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, you may contact the System Internal Audit Department at (888)501-3850 or (979)458-7115 or at [www.tamus.edu/](http://www.tamus.edu/) via the Ethics Point system. Information can also be mailed to The Texas A&M University System Internal Audit Department, 1200 TAMU, College Station, Texas 77843-1200. Reports may remain anonymous. If you wish to speak with someone on the Prairie View campus, you should contact the Office of Compliance or me at the phone number shown below. Please be advised that all fraud allegations made to our office will be shared with System Internal Audit as required by TAMUS regulation.

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

mlh/pgs