



DATE: August 3, 2015

TO: All Ames Laboratory Employees

FROM: Diane Muncrief
Manager, Human Resources

RE: Employee Responsibility for reporting fraud, waste and abuse

Ames Laboratory is a USDOE research facility operated by Iowa State University under contract with DOE. As an Ames Laboratory employee, it is your duty to report allegations of fraud, waste, abuse, misuse, corruption, criminal acts, or mismanagement relating to DOE programs, operations, facilities, contracts, or information technology systems to an appropriate authority. Examples of violations to be reported include, but are not limited to, allegations of false statements; false claims; bribery; kickbacks, fraud; DOE environment, safety, and health violations; theft; computer crimes; contractor mischarging; conflicts of interest, and conspiracy to commit any of these acts. If you observe what you perceive to be fraud, waste or abuse, please contact any member of Laboratory Management, Executive Council, Environment, Safety, Health and Assurance, Safeguards and Security, the ISU Senior Vice-President/Provost or the University President. If you are uncomfortable reporting to any of these individuals or not satisfied with the actions taken you may contact the Office of Inspector General, Fraud, Mismanagement & Waste Hotline 800-541-1625, or the [ISU Compliance and Ethic Hotline](#) 515-294-7119.