

State of Washington
 Status of Audit Resolution
 December 2019

Department of Fish and Wildlife

Agency 477

Audit Report	Finding Number	Fraud Finding and Resolution	
1024027	001	<p>Finding:</p> <p>Fraud Amount:</p> <p>Amount to be Recovered:</p> <p>Recovery to date:</p> <p>Resolution /Status:</p> <p>Personnel Action Taken:</p> <p>Criminal Action Taken:</p> <p>Agency Contact:</p>	<p>The Department investigated and determined an employee misappropriated state funds by improperly using state fuel cards between December 2009 and October 2017.</p> <p>\$64,192</p> <p>\$79,277</p> <p>\$ 0</p> <p>The Department took immediate action to improve internal controls over the use of fleet credit cards. The following controls were implemented since the fraud occurred:</p> <ul style="list-style-type: none"> • Inactivated PIN codes of employees who no longer worked for the Department. • Established a process to automatically deactivate PIN codes for departing employees. • Included license plate information when fleet card charges are posted to the financial records. • Contracted with only one fleet credit card vendor. • Updated fuel card policies to ensure sufficient safeguards and to clearly define card custodian responsibilities. <p>The Department also performed additional reviews of other fuel cards to ensure no other losses have occurred.</p> <p>By December 2019, the Department will implement the following additional internal controls:</p> <ul style="list-style-type: none"> • Establish Department policy to prohibit sharing of PIN codes when issuing new fleet fuel cards to authorized employees. • Require supervisors to conduct monthly reviews and monitoring of fleet card charges. • Review exception reports provided by the card vendor and follow up with appropriate actions. <p>The Department placed the employee on administrative leave following an investigative interview in November 2017, and terminated the employee’s employment in January 2018.</p> <p>The Department referred the case to the Cowlitz County Prosecuting Attorney’s Office.</p> <p>Mario Cruz Director of Internal Audit PO Box 43200 Olympia, WA 98504-3200 (360) 902-2420 Mario.Cruz@dfw.wa.gov</p>