



## REPORT OF INVESTIGATION

CASE NUMBER: 2015SI000444I

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OFFICE OF INVESTIGATION



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF INSPECTOR GENERAL

## REPORT OF INVESTIGATION



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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF INSPECTOR GENERAL

## REPORT OF INVESTIGATION



CASE NUMBER: 2015SI000444I

REGION/OFFICE: Special Investigations Division

TITLE: (b) (7)(C)

### NARRATIVE:

### SUBJECT IDENTIFICATION:

(b) (7)(C)

U.S. Department of Housing and Urban Development (HUD)  
Office of Inspector General (OIG), (b) (7)(C)

(b) (7)(C)

### BASIS FOR INVESTIGATION:

This investigation was initiated based upon a referral received from (b) (7)(C) HUD, OIG, (b) (7)(C) Washington, DC. (b) (7)(C) that HUD, OIG, (b) (7)(C) Washington, DC, conducted a review of HUD-OIG Government Travel Card (GTC) transactions, and the review identified a transaction wherein it appeared that (b) (7)(C) misused (b) (7)(C) GTC at (b) (7)(C) for services that were not directly related to official Government travel (Exhibit 1).

REPORT

(b) (7)(C)  
(b) (7)(C)

Special Investigations Division

(b) (7)(C)

Special Investigations Division

DATE:

6/23/2015

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**POTENTIAL VIOLATIONS:****Potential Administrative Violations –**

(b) (7)(C)

- Misuse of Government Issued Travel Card

**SYNOPSIS:**

This investigation determined that more likely than not, (b) (7)(C) mistakenly used her GTC on November 8, 2014, at (b) (7)(C) to pay for a family meal in the amount of \$203.11. When interviewed by SID, (b) (7)(C) provided information and documentation which supported (b) (7)(C) claim that (b) (7)(C) had mistakenly used (b) (7)(C) GTC to pay for the family meal.

**DETAILS OF INVESTIGATION:**

On (b) (7)(C) HUD, OIG, (b) (7)(C) was interviewed by SID (Exhibit 2). (b) (7)(C) advised that on December 10, 2014, (b) (7)(C) had mistakenly charged a personal restaurant bill on (b) (7)(C) GTC. (b) (7)(C) noted that (b) (7)(C) the inadvertent use of (b) (7)(C) GTC was, in part, due to the fact that (b) (7)(C) personal debit/credit card and (b) (7)(C) GTC look similar. (b) (7)(C) noted that when (b) (7)(C) made the disclosure, (b) (7)(C) advised it had just come to (b) (7)(C) attention that (b) (7)(C) mistakenly used (b) (7)(C) GTC to pay the restaurant bill, and (b) (7)(C) was reporting it (b) (7)(C) immediately.

(b) (7)(C) noted when (b) (7)(C) disclosed the inadvertent use of (b) (7)(C) GTC to (b) (7)(C) informally verbally counseled (b) (7)(C) regarding the rules pertaining to the use of the GTC, and emphasized that the GTC was strictly for use in connection with official Government travel. (b) (7)(C) noted that (b) (7)(C) stated that (b) (7)(C) was aware of the rules pertaining to the use of the GTC, and that was why (b) (7)(C) disclosed the matter to (b) (7)(C) as soon as it came to (b) (7)(C) attention.

(b) (7)(C) verbally counseled (b) (7)(C) as (b) (7)(C) had never done anything in the past which caused (b) (7)(C) question (b) (7)(C) honesty or integrity. Additionally, (b) (7)(C) noted (b) (7)(C) to verbally counsel (b) (7)(C) did not feel that the matter rose to a level that warranted more severe disciplinary action given the facts presented to (b) (7)(C). (b) (7)(C) also document the matter in (b) (7)(C).

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During the course of the investigation, SID obtained copies of [REDACTED] Citibank GTC monthly statements for the period August 2014 through March 2015 (**Exhibits 3 and 4**). Review of the statements reflected the following activity of particular interest relative [REDACTED] (b) (7)(C) GTC account:

1. On November 8, 2014, [REDACTED] (b) (7)(C) GTC relative to services from [REDACTED] (b) (7)(C) [REDACTED] (b) (7)(C)
2. On [REDACTED] (b) (7)(C) [REDACTED] (b) (7)(C) GTC account was credited [REDACTED] (b) (7)(C)

On April 8, 2015, [REDACTED] (b) (7)(C) was interviewed by SID (**Exhibit 5**). [REDACTED] (b) (7)(C) used [REDACTED] GTC on November 8, 2014, to pay for a family birthday celebration dinner at [REDACTED] (b) (7)(C) [REDACTED] (b) (7)(C)

[REDACTED] (b) (7)(C) that on November 8, 2014, [REDACTED] (b) (7)(C) [REDACTED] (b) (7)(C) and [REDACTED] (b) (7)(C) mistakenly used [REDACTED] GTC to pay for the family dinner instead of [REDACTED] personal Visa debit/credit card. [REDACTED] (b) (7)(C) noted that [REDACTED] (b) (7)(C) intended to pay for the dinner with [REDACTED] personal debit/credit card, but when the bill arrived, [REDACTED] (b) (7)(C) attempted to pay the bill. [REDACTED] (b) (7)(C) noted that in a rush to ensure that the waiter/waitress used [REDACTED] (b) (7)(C) debit/credit card, and not [REDACTED] (b) (7)(C) credit card, [REDACTED] (b) (7)(C) hastily reached into [REDACTED] (b) (7)(C) wallet and retrieved what [REDACTED] (b) (7)(C) believed to be [REDACTED] personal debit/credit card. [REDACTED] (b) (7)(C) continued that [REDACTED] (b) (7)(C) discovered later that [REDACTED] (b) (7)(C) had used the wrong credit card.

[REDACTED] (b) (7)(C) GTC and [REDACTED] (b) (7)(C) personal debit/credit card are similar in appearance, and at the time of its (GTC) inadvertent use, [REDACTED] (b) (7)(C) kept both [REDACTED] GTC and personal debit/credit card in [REDACTED] (b) (7)(C) wallet in side-by-side card slots. [REDACTED] (b) (7)(C) provided SID with a photocopy of [REDACTED] GTC and [REDACTED] (b) (7)(C) personal debit/credit card.

[REDACTED] (b) (7)(C) did not realize [REDACTED] (b) (7)(C) had used [REDACTED] GTC to pay for the family meal at [REDACTED] (b) (7)(C) GTC statement arrived in the mail. [REDACTED] (b) (7)(C) that upon becoming aware of the mistake, [REDACTED] (b) (7)(C) took two immediate actions: 1) [REDACTED] (b) (7)(C) notified [REDACTED] (b) (7)(C) that [REDACTED] (b) (7)(C) had inadvertently used [REDACTED] GTC to pay for the meal [REDACTED] (b) (7)(C), and 2) [REDACTED] (b) (7)(C) on-line at work.

[REDACTED] (b) (7)(C) was aware that the GTC is to be used solely for expenses related to official Government travel, because [REDACTED] (b) (7)(C) had received training, while at HUD-OIG, regarding the use of the card. [REDACTED] (b) (7)(C) pointed out that because [REDACTED] (b) (7)(C) was aware of the rules governing the use of the GTC, [REDACTED] (b) (7)(C) immediately disclosed the inadvertent use of the card [REDACTED] (b) (7)(C).

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(b) (7)(C) that when s (b) (7)(C) of the error, (b) (7)(C) verbally counseled (b) (7)(C) that (b) (7)(C)

(b) (7)(C) that prior to the (b) (7)(C) had never used (b) (7)(C) GTC to pay for any personal expense. (b) (7)(C) advised that after (b) (7)(C) became aware that s (b) (7)(C) mistakenly used the GTC at (b) (7)(C) removed the GTC from (b) (7)(C) wallet to safeguard against making the same mistake in the future, and (b) (7)(C) now maintains the card separate from (b) (7)(C) personal debit/credit cards.

### DISPOSITION:

This investigation did not yield evidence of criminal misconduct on (b) (7)(C) part; therefore, prosecutorial coordination was not conducted.

### EXHIBITS:

1. Advice of Investigation, dated March 16, 2015.
2. Memorandum of Interview, s (b) (7)(C), dated April 8, 2015.
3. Memorandum of Activity, Document Receipt and Review, dated April 1, 2015.
4. Memorandum of Activity, Document Receipt and Review, dated April 21, 2015.
5. Memorandum of Interview, (b) (7)(C), dated April 8, 2015.

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