



# REPORT FRAUD

The municipality hereby encourages all employees and members of the public to immediately report all allegations of fraud.

**THE FOLLOWING INFORMATION MUST BE SUPPLIED WHEN REPORTING FRAUD AND CORRUPTION:**

- ✓ **WHO WAS THE PERPETRATOR (EMPLOYEE, MANAGER OR OUTSIDE ACCOMPLICE) AND HAS THERE BEEN COLLUSION?**
- ✓ **WHAT WAS DISCOVERED? (THEFT, MISUSE OF FUNDS, BRIBERY, FRAUD, PROCUREMENT OR APPOINTMENT IRREGULARITIES)**
- ✓ **WHERE DID THE FRAUD TAKE PLACE?**
- ✓ **HOW WAS THE OCCURANCE CONCEALED?**
- ✓ **WHEN DID IT HAPPEN? (NOTE THE DATE AND DURATION OF THE INCIDENT)**



**Toll Free number: 0800 701 701**

