

TOWN OF HYPOLUXO

INSPECTOR GENERAL REPORTING POLICY

The Palm Beach County Inspector General Ordinance contains certain requirements and guidelines regarding the reporting of specified acts or omissions to the Office of the Inspector General (“OIG”). The Ordinance makes it a crime for any person to attempt to retaliate, punish, harass, or penalize anyone for communicating with or cooperating with the Inspector General. This policy explains the procedures by which Town employees may report possible wrongdoing to the OIG.

A. Reporting Generally

Town employees shall promptly notify the Mayor and/or the OIG of:

1. Mismanagement of a contract (misuse or loss exceeding \$5,000 in public funds);
2. Fraud;
3. Theft; or
4. Bribery

An employee may make his or her report to the Mayor and/or the OIG orally or in writing.

In addition to the foregoing, an employee may directly report to the OIG any other conduct which may fall within the Inspector General’s jurisdiction.

B. Whistle-blower Allegations

In accordance with the Palm Beach County Inspector General Ordinance and Florida Statutes, if a Town employee reports any of the following directly and in writing to the OIG, he or she may be granted “whistle-blower” protection by the OIG:

1. Any violation or suspected violation of any federal, state, or local law, rule or regulation committed by an employee or agent of the Town or an independent contractor which creates and presents a substantial and specific danger to the public health, safety or welfare.
2. Any act or suspected act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, suspect or actual Medicaid fraud or abuse, or gross neglect of duty committed by an employee or agent of the Town or an independent contractor.

Note: Reporting a matter to the OIG does not guarantee the employee “whistle-blower” protection and this determination will be made by the OIG after its evaluation of the complaint.

C. Methods of Reporting to OIG


The OIG reporting form can be found at: <http://www.pbcgov.com/OIG/rwfa.htm>.

A Town employee may file a report with the OIG by:

1. E-mail (inspector@pbcgov.org);
2. Fax (561-233-2370);
3. Mail (P.O. Box 16568, West Palm Beach, FL 33416); or
4. Telephone (toll free at 877-283-7068 or 561-233-2350)

Effective Date: December 1, 2012

Issued by:



Mayor Ken Schultz