

EXECUTIVE ORDER NO. 4 - 94

OFFICE OF THE INSPECTOR GENERAL

WHEREAS, the Office of Inspector General ("OIG") was established by Executive Order No. 10-84, dated May 22, 1984, and by Amendment No. 1 to that Order, dated March 1, 1985, to address the need for an investigative arm within the Executive Branch of City government; and

WHEREAS, the major objective of the OIG is to eliminate waste, fraud, and abuse in City government; and

WHEREAS, various Executive Orders have given the OIG the authority to compel attendance and testimony of witnesses, require production of documents and evidence, and issue subpoenas; and

WHEREAS, the Mayor's Integrity Directive of 1988 established the role of the OIG as well as the responsibilities of City officials and employees to that office; and

WHEREAS, the major objective of the OIG continues to be the elimination of fraud, corruption, and abuse with City government, with the issues of waste and inefficiencies being addressed primarily by other departments; and

WHEREAS, it is desirable to establish the current mandate and authority of the OIG and the required reporting and other responsibilities of City officials and employees to the OIG;

NOW, THEREFORE, I, Edward G. Rendell, Mayor of the City of Philadelphia, in accordance with Section 4-106 of the Home Rule Charter, do hereby order as follows:

SECTION 1. ORGANIZATION AND MISSION OF THE OIG

A. The OIG is designated as the independent centralized office within the Executive Branch with authority to receive and investigate criminal and/or serious integrity-related complaints of fraud, corruption, and abuse involving City employees/officials and contractors/vendors/consultants doing business with the City.

B. The OIG is operationally independent of all departments, offices, and agencies within City government and reports directly to the Mayor.

C. The OIG's mission is to enhance the public confidence in the integrity of the City government by establishing and implementing procedures for reporting, investigating, and resolving complaints of fraud, corruption, and abuse of office; to provide leadership and guidance in recommending programs and/or policies which educate and raise the awareness of all City officials/employees to integrity and ethics-related issues; and to provide assistance to the respective department/agency heads on all integrity and ethics-related matters through its support of the City-wide Integrity Officer System.

SECTION 2. JURISDICTION OF THE OIG

A. The OIG is authorized to investigate all complaints (as defined in Section 3) in all departments, commissions, boards, and authorities under the Mayor's jurisdiction; in any quasi-governmental agency whose director is appointed by the Mayor; and in such other cases as the Mayor shall direct.

B. The OIG is authorized to investigate other complaints (as defined in Section 3) which involve individuals, organizations, businesses, and contractors receiving City funds.

C. The OIG may also provide investigative expertise to any agency or authority requesting the assistance of that office.

SECTION 3. TYPE OF COMPLAINTS INVESTIGATED BY THE OIG

Examples of criminal violations and administrative issues which should be investigated by the OIG include, but are not limited to:

City employees/officials

1. Extortion attempts by City employees/officials
2. Disclosure of confidential information
3. Acceptance of bribes in connection with official duties
4. Theft of City property
5. Submission of fraudulent documents resulting in financial loss to the City
6. Criminal conflict of interest
7. Employee collusion with contractors/vendors/consultants
8. Drug trafficking
9. Ghost employees on the payroll
10. Fraud by employees within City programs