



Team Activity: Misuse of ATO facilities



Falsified documents 10-15 mins

Internal fraud and corruption: misuse of ATO facilities case study

Activity overview

Misuse of ATO facilities is fraud and/or misconduct involving corporate resources, assets or entitlements. Examples include improper use of Commonwealth vehicles, property or premises.

This case study gives staff the opportunity to consider how they might respond to fraud – specifically fraud on administration.

Learning outcomes

- Staff understand an example of misuse of ATO facilities
- Staff know when and how to report internal fraud they witness or suspect.

Instructions

Read the scenario to your team and discuss. Ensure you include the key talking points in your conversation.

Scenario

Mr Unrevealed worked for the ATO in a role that required him to travel to perform his work duties. He regularly booked fleet vehicles in order to do so. Mr Unrevealed did not own a car and found it convenient to use the fleet vehicles for his own private use. He would take out a vehicle and use it to drop his kids to school and pick them up again. He logged the travel as work related.

Discussion questions

1. Is this fraud? Why/why not?
2. What should Mr Unrevealed have done differently?
3. What do you think the consequences were for Mr Unrevealed?
4. If you saw this happening, what would you do?

Talking points

1. This is misuse of ATO facilities which is a type of fraud. Mr Unrevealed used a fleet vehicle for personal use, clearly contradicting the ATO principle for fleet vehicle use 'undertake official travel only when necessary and appropriate for ATO business' and other policies as set out in the [Fleet Vehicle CEI](#).
2. Mr Unrevealed should have used the fleet vehicle for official travel only, not private use.
3. Mr Unrevealed was investigated by Fraud Prevention and Internal Investigations (FPII) and was referred to ATO People for disciplinary action. Mr Unrevealed received a sanction and a formal record of the conduct was placed on his personnel file. Mr Unrevealed resigned during this process.
4. If you witness or suspect internal fraud or corruption, report it to your manager or Speak Up. Not only is reporting an obligation for each of us, reporting helps maintain the high integrity environment we have at the ATO. Do not seek further evidence – it is FPII's job to investigate!

Next steps for you and your team to take

- You can find more information about your responsibilities in the [Internal Fraud and Corruption CEI](#)
- Contribute to a positive workplace integrity culture by modelling your preferred workplace behaviour in your team
- Report any suspected or witnessed fraud and corruption to Speak up or by using the Anonymous Fraud Alert Form.

For more information and resources

- You can head to our [SharePoint](#) site
- You can use our [facilitator guide](#)
- Call the [Speak Up hotline](#) on **1800 061 187** to speak to FPII
- Search [Anonymous Fraud Alert Form](#) on myATO to report anonymously
- Email SpeakUp@ato.gov.au for advice or to lodge an allegation
- Email PublicInterestDisclosure@ato.gov.au to lodge a disclosure.