

## **Albany County Comptroller's Office Fraud & Abuse Complaint Form**

The Albany County Comptroller, the chief fiscal and auditing officer of Albany County, is an independent elected official. The Comptroller is responsible for conducting departmental audits and ensuring the accuracy of information about the County's finances.

You can contact the Comptroller with complaints about fraud concerning the County's finances, including the misuse of County funds, mismanagement of County programs or misconduct by County contractors. In order for us to address your complaint, we ask that you fill out the form below in as much detail as possible.

New York State law protects County employees from retaliation for reporting misconduct, corruption, criminal activity, conflicts of interest, gross mismanagement and abuse of authority. Pursuant to New York Civil Service Law § 75-b, the County may not take adverse personnel action against a County employee for disclosing information which the employee reasonably believes to be true and reasonably believes constitutes an improper government action. Pursuant to New York Labor Law § 740(5), any employee who has been subject to a retaliatory personnel action because the employee provided information to any public body conducting an investigation into a violation of law, rule or regulation may commence a civil action within one year seeking (a) an injunction to restrain continued violation; (b) reinstatement of employment; (c) reinstatement of fringe benefits and seniority rights; (d) compensation for lost wages and benefits; and (e) payment of reasonable costs and attorneys' fees. In addition, it is the policy of Albany County that County employees shall not be subject to any retaliatory action for disclosing hazardous working conditions or corruption in government, and that such employees shall be entitled to the protections of New York Civil Service Law § 75-b and to seek the relief under New York Labor Law § 740(5)(a-e).

Your complaint will be probed confidentially and professionally by investigators independent of a County employee's own agency and superiors. You can make your complaint anonymously, although anonymous complaints are more difficult to address. We ask that you provide contact information in the event we have follow-up questions.

Your complaint is important to the Albany County Comptroller's Office. We appreciate your effort to communicate it to us.

### **1. Complainant Information:**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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- 2. Please describe the alleged fraud, corruption, mismanagement or waste in as much detail as possible.** Include things such as: the date alleged activity first occurred; is the alleged behavior still occurring; did you notify a supervisor/manager or any other County agency/personnel or law enforcement about this allegation. (If necessary, additional pages may be attached.)

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- 3. If there are any witnesses or victims, please provide identifying and contact information.**

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- 4. If you have supporting material/documentation to this complaint, please attach it to this form and email, mail or fax it to:**

Albany County Comptroller's Office  
112 State Street Rm. 1030  
Albany, NY 12207  
(518) 447-7130 (Phone)  
(518) 433-1554 (Fax)  
investigations@albanycounty.com (Email)

**Acknowledgement of Receipt by Albany County Comptroller's Office:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date