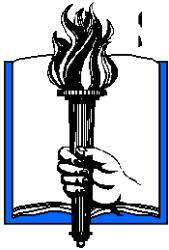


**MURFREESBORO CITY SCHOOLS  
ADMINISTRATIVE DIRECTIVES**



<b>Descriptor Term:</b>  <b>Fraud Reporting</b>	<b>Descriptor No:</b>  <b>AD FM4</b>	<b>Effective Date:</b>  <b>6/07</b>
		<b>Revised:</b>  <b>2/14; 7/19</b>

1 Public Chapter 206 of the Public Acts of 207 requires that suspected instances of fraud be  
2 reported to the Tennessee Comptroller of the Treasury. Attached to this directive are:

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1. Memorandum of Notification from State Comptroller’s Office;
2. Fraud reporting form;
3. Public Chapter 206

8 Any employee **shall** file a fraud notification form **within five working days** to the Office of the  
9 Comptroller of the Treasury. However, **before** sending such notification to the Comptroller,  
10 employees shall **immediately** inform their supervisor and the system’s Assistant Superintendent  
11 for Administrative and Support Services of **any** instances of suspected fraud or misappropriation  
12 of assets. This is for the purposes of helping to assure that pertinent facts are gathered to the  
13 extent possible before filing the report to the Comptroller, and to prompt an immediate  
14 investigation. Any suspected fraudulent activities shall be investigated fully by appropriate MCS  
15 personnel with assistance from law enforcement and State Comptroller personnel as necessary  
16 and required by law.

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29 Board Policy 2.100

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31 Public Acts 207, Chapter 206  
32 T.C.A. §8-4-501, T.C.A. §8-4-503