



NATIONAL SCIENCE FOUNDATION
OFFICE OF INSPECTOR GENERAL
OFFICE OF INVESTIGATIONS

CLOSEOUT MEMORANDUM

Case Number: I-03-09-0042

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An internal review of the Government Travel Credit Card Program by the National Science Foundation (NSF) Office of Inspector General (OIG) revealed the possibility of unauthorized use of the government travel credit card.

A review of the subject employee's ¹ travel credit card statement transaction reports, during the period 03/21/02 through 12/23/02, reflected multiple cash withdrawals and other charges, totaling in excess of \$3,000.00, which did not appear to be associated with official government travel.

During OIG's interview of the subject employee, she acknowledged unauthorized use of the government travel credit card, in that she made \$3,253.00 in cash withdrawals and other charges for her personal use. The subject employee stated that she thought she was allowed to use the government travel credit card for personal use as long as she paid the credit card bill. The travel credit card statements indicated that as of January 16, 2003, subject employee's government travel credit card account was paid in full.

NSF/OIG referred this case to the United States Attorney's Office, Eastern District of Virginia who declined prosecution in lieu of agency administrative action.

OIG's referral to NSF resulted in the subject employee receiving counseling from her supervisor. The confirmation of counseling is attached and constitutes part of this closeout document.

Accordingly, this case is closed