



## Be a Fraud Fighter – Stay Alert

### How do People Conceal Potential Fraud?

- Altered physical documents or evidence
- Creation of fraudulent physical documents or evidence
- Creation of fraudulent electronic documents or files
- Altered electronic documents or files
- Deleting, destroying or hiding physical documents

### Be Alert to Possible Fraud

- Note changes in business activities and/or control procedures that may open up new potential fraud risks
- Be alert to possible collusion between staff and third parties
- Ensure regular monitoring of compliance with fraud prevention and detection policies, processes and controls
- Stay alert to inflated prices or unrealistically low pricing
- Bypassing of control processes
- Non-adherence to policies and procedures for purchases or other expenses
- Be aware of unverified links or e-mails
- Be aware of third parties selling goods through informal channels

### Lead by example

- Be a Role Model for Positive Ethics
- Discuss fraud risks and how to prevent fraud from occurring
- Make ethically sound decisions

**Resources:** <https://www.fraudweek.com/>



### **UJ Whistleblowing Hotline:**

**Free Call :0800 872 846**

**Email :UJ@tip-offs.com**

**UJ Website :<https://www.uj.ac.za/uj-ethics-hotline/>**