

Be a Fraud Fighter – Preventing Fraud



How to prevent Fraud?

APPLY THE POLICIES AND PROCEDURES OF THE UNIVERSITY

Policies and procedures include various processes and internal controls to minimize fraud. Applying such procedures diligently will assist in mitigating the risk of fraudulent incidents.

BE PROACTIVE

Understanding which activities, behaviours and transactions might be questionable can assist in incorporating necessary controls, awareness and preventative measures to detect or prevent fraud. Attending fraud awareness training sessions and observing fraud related communication and circulars assist in ensuring the potential fraudulent activity is identified and mitigated or reported.

BE AWARE OF THE RED FLAGS

Remain vigilant and trust your instincts. While the majority of employees are honest, if you observe something that does not seem right, you should evaluate the situation. Then, if you still have doubts or suspicions, it might be necessary to take action.

REPORT IRREGULARITIES

Report irregularities through the available reporting structures:

- Line Management
- Senior Management
- Protection Services
- HCM Employee Relations
- Student Discipline
- Whistleblowing Hotline

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/>



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