



## **Florida Department of Transportation**

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### **POLICY**

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## **COOPERATION WITH OFFICIAL AGENCY INVESTIGATIONS**

Florida Department of Transportation (Department) employees are required to place the public's interests ahead of personal interests and maintain high standards of honesty, integrity, and impartiality. When allegations are received of these standards being violated, full and accurate information must be obtained so management may respond appropriately.

It is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing. Beginning July 1, 2015, each contract, bid, proposal, and application or solicitation for a contract shall contain a statement that the corporation, partnership, or person understands and will comply with subsection 20.055(5), Florida Statutes.

Employees of the Department must cooperate with staff from the Office of Inspector General and Equal Opportunity Office to gather the facts surrounding possible violations in an official investigation in the following manner:

- Department employees shall, during an official investigation, answer questions specifically related to the performance of one's official duties or one's knowledge of another employee's acts or entity doing business with the Department. If the employee is a subject in an Office of Inspector General investigation, the employee will be told whether he or she is being asked to voluntarily answer questions or if his or her testimony is being compelled. Subjects of investigations, who are members of bargaining units entitled to union representation, will be permitted to have that representation present during the interview. Department employees shall produce documents within their control when requested to do so during an official investigation.
- Department employees shall not offer oral or written statements that the employee knows, or should know, contain inaccurate, incorrect, or misleading

information.

- Department employees shall not destroy evidence when the employee knows, or should know, that such evidence is related to a violation or possible violation of federal or state law, rule, or Department policy or procedure.

Failure to comply as specified above without a valid mitigating reason, such as exercising a right protected by federal or state law, will constitute a violation of this policy and will subject the employee to appropriate disciplinary action up to and including dismissal and/or financial restitution.



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Mike Dew  
Secretary