



## VIOLATION OF COMPANY POLICY

**Activity Date: May 19, 2017**

**Web Summary: OIG-WS-2017-302**

We initiated an investigation regarding an allegation that a Senior Program Manager violated Amtrak's (the company) financial internal control policies by instructing a contractor to work with Information Technology Help Desk to delete approvers from the approval flow process for payment requests in the company's spend management system. Our investigation confirmed the allegation; however, we found no evidence of fraudulent intent by the employee. As a result, the employee was issued a warning for violating company policies. In addition, the company revised the payment request review and approval process, removed the contractor from participation in that process, and moved the Senior Program Manager to another group with more supervision.

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