



To: Chief School Administrators  
College & University Presidents  
ESA Contacts  
District Contacts  
School Principals

## **Administrative Bulletin**

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### **NYSTRS Offers Tools for Reporting Fraud**

NYSTRS is committed to ensuring the integrity of the Retirement System and the benefits it provides to members, retirees and beneficiaries. As such, our Internal Audit staff is charged with routinely reviewing or auditing all aspects of the System, including member and employer records.

If you suspect anyone of defrauding the Retirement System, please report the complaint to NYSTRS. Examples of fraud, waste or abuse previously reported to us or uncovered by audits include intentional salary spiking during the final average earnings period; mischaracterization of non-regular compensation as base salary; improper enrollment of consultants as employees; premature enrollment of members to circumvent tier changes; payroll manipulation to evade earnings after retirement limits; submitting altered board minutes and records; and, salary giveback schemes intended to inflate earnings.

It is not necessary to identify yourself when reporting a potential case of fraud; complaints may be made anonymously.

There are several methods for filing a complaint. You may:

- Complete and submit a complaint form found on our Web site at [www.nystrs.org](http://www.nystrs.org). The form is available from the Report Fraud, Waste or Abuse page, accessed by selecting "[Report Fraud](#)" from the bottom of any page of our site. The form may be submitted electronically or by U.S. mail to NYSTRS, P.O. Box 11535, Albany, NY 12211-0535. (Please refer to the form for further instructions.)
- E-mail us at [investigations@nystrs.state.ny.us](mailto:investigations@nystrs.state.ny.us).
- Call us at (800) 348-7298, Ext. 2846.

To sufficiently investigate an allegation of fraud, waste or abuse, NYSTRS' Internal Audit staff requests specific details, if available. For more information please refer to "[FAQs: Reporting Fraud, Waste or Abuse](#)," accessible from the Report Fraud, Waste or Abuse page of our Web site.

Fraud, waste or abuse hurts the System, its members, retirees, beneficiaries and ultimately the taxpayer. NYSTRS is taking a proactive approach to combating this type of activity by providing various ways for those with information to report it. Please do your part and urge your co-workers to do the same. Anyone with knowledge of any wrongdoing may file a report.

If the complaint is beyond the scope of the Retirement System, the following agencies also offer fraud, waste and abuse reporting mechanisms:

- NYS Education Department
- Office of the NYS Comptroller
- Office of the NYS Attorney General
- NYS Office of the Inspector General

*Administrative Bulletins dating from 2000 to the present are available on our Web site at [www.nystrs.org](http://www.nystrs.org). Select the Employers tab and visit the [Administrative Bulletins](#) page.*