

Spot and Report Purchase Card Fraud

VA personnel can help stop purchase card fraud and related theft. This type of crime involves the misuse or theft of government-issued purchase cards for personal gain or other unauthorized procurement of goods or services. VA spends billions of dollars each year on contracted services, supplies, and medications alone, with a significant amount obtained through these cards.



- There is a significant and unsupported increase in purchases from a particular vendor by a single or small number of VA cardholders.
- Purchases are made routinely at, or just below, VA's allowable micropurchase threshold or transactions for a specific vendor are repeatedly split to remain under the threshold.
- Invoices or receipts are missing or lack itemized descriptions, items are not added to VA's inventory, or goods and services are not put into use.
- Required internal controls—such as the separation of duties between staff requesting and approving purchases, purchase justifications, and management reviews—are not followed.

Take Action to Protect Taxpayer Dollars and VA

- Ensure card information can only be accessed by authorized users.
- Use due diligence to ensure transactions involve legitimate and established businesses.
- Maintain proper records, follow procurement regulations, and ensure separation of staff duties.
- Report it! Alert VA (866-842-4357) and the VA OIG (see below) if you suspect fraud has occurred.



- [VA FRAUD RESOURCES](#) (particularly counterfeit products and medications)
- [VA OIG FRAUD TOOLKIT](#) (see procurement fraud)
- [VA OIG RISK ASSESSMENTS OF VA'S CHARGE CARD PROGRAM](#)
- [VA FINANCIAL POLICY FOR PURCHASE CARDS](#)

BE A
**VOICE FOR
VETERANS**
REPORT WRONGDOING

SUBMIT A COMPLAINT

www.vaoig.gov/hotline

800.488.8244

VA Inspector General Hotline (53H)
810 Vermont Ave, NW
Washington, DC 20420

SCAN HERE FOR
VA OIG HOTLINE

