

MISSION:

- Prevent and detect crime, fraud, waste, abuse, and mismanagement.
- Promote economy, effectiveness, and efficiency.
- Keep the Director/Deputy Director fully informed of problems in Agency programs and operations.
- Investigate fraud, waste, abuse, mismanagement and misconduct by Agency employees.



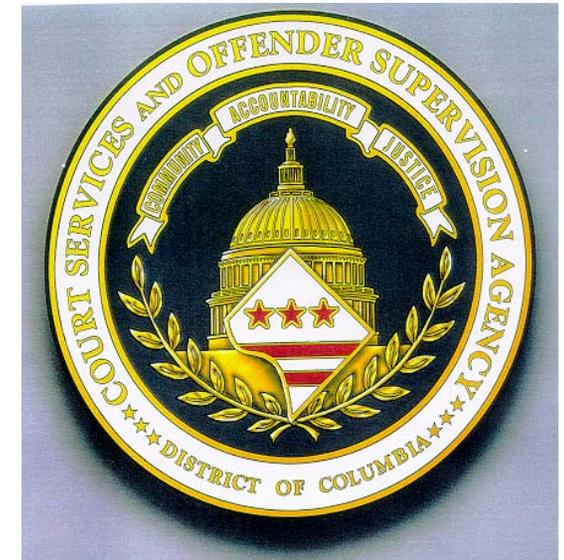
**Court Services and Offender
Supervision Agency
For the
District of Columbia**

**Office of Professional
Responsibility
633 Indiana Avenue, N.W.
Room 1224
Washington, D.C. 20004
202-442-1988
Fax—202-442-1966**



**Court Services and Offender
Supervision Agency**

**FRAUD, WASTE, ABUSE, AND
EMPLOYEE MISCONDUCT IS
DETRIMENTAL TO AND
AGENCY ACCOMPLISHING
ITS MISSION**



**The Office of Professional
Responsibility is responsible for
investigating such matters.**

**Telephone: 202-442-1988
james.smith@csosa.gov**

Administrative Investigations

The Office of Professional Responsibility (OPR) conducts administrative investigations on misconduct issues. The OPR is responsible for conducting reviews or investigations on possible instances of violation of laws or regulations. The OPR also performs the preliminary inquiry into alleged criminal conduct by Agency employees.

The purpose of OPR investigations is to determine if allegations of employee misconduct have occurred. The initial decision on what type of disciplinary action should be taken is made by the appropriate management official, after consultation with the Office of Human Resources or the Office of the General Counsel, and after considering the OPR findings and conclusion.

What Should Be Reported?

The below listed violations should be reported to the Office of Professional Responsibility.

- Gross waste of funds
- Abuse of authority
- Substantial and specific danger to public health and safety
- Employee misconduct
- Bribery and acceptance of gratuities
- Sexual harassment
- Conflicts of interest
- Travel (TDY/TAD) fraud
- Theft, abuse or misuse of Government property
- Criminal activities by Agency employees
- Violation of the Hatch Act



How to File A Complaint

Complaints against employees of the Court Services and Offender Supervision Agency (CSOSA) or Pretrial Services Agency (PSA) should be forwarded to the Office of Professional Responsibility (OPR) in writing. This can be accomplished through electronic means, mail, or hand delivered.

A complaint may also be accepted from an anonymous source, provided there is enough factual information. Anonymous complaints can be forwarded in writing or by telephone.

In addition, Electronic complaints may be filed by visiting the intranet and accessing the OPR homepage. There you will find the On-Line Complaint Form.

HOW TO DETERMINE THE STATUS OF YOUR CASE

Call us at **(202) 442-1988**. An investigator will tell you if your case is open or closed. If your case is open or closed, the OPR is precluded from advising you of specific case details. We can only tell you whether or not your allegations were substantiated. To obtain specific information you must submit a Freedom of Information/Privacy Act request to our FOIA Office.

Court Services & Offender Supervision Agency
General Counsel
FOIA Officer
633 Indiana Avenue, NW, Rm. 1254
Washington, DC 20004-2936
(202) 220-5362