

TEXAS TRANSPORTATION COMMISSION

ALL Counties

MINUTE ORDER

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ALL Districts

By Minute Order 111124, dated November 15, 2007, the Texas Transportation Commission (commission) ordered the executive director of the Texas Department of Transportation (department) or his designee to take the necessary steps to implement an internal compliance program designed to prevent and detect any future potential risk of noncompliance, and to promote an organizational culture that encourages ethical conduct and a commitment to compliance with the law.

In January 2008, the executive director named the deputy executive director as the department compliance officer, and in August 2008, the compliance officer named an interim director of a new department Internal Compliance Office.

Transportation Code, Chapter 201 was amended by the 82nd Texas Legislature to add Subchapter F-1 requiring the establishment of a compliance program and office in the department, and setting forth the responsibilities of the office.

IT IS THEREFORE ORDERED by the commission that a compliance program and compliance office, reporting to the executive director, be established to be responsible for:

- Acting to prevent and detect serious breaches of departmental policy, fraud, waste, and abuse of office, including any acts of criminal conduct within the department, and independently and objectively reviewing, investigating, and overseeing those investigations, together with any criminal activity in the department, allegations of wrongdoing by department employees, crimes committed on department property, and serious breaches of department policy;
- Providing oversight of the operation of a telephone hotline number that enables anonymous or non-anonymous reporting of alleged fraud, waste or abuse, or any alleged violations of the department ethics policy;
- Ensuring that members of the commission and department employees receive appropriate ethics and compliance training;
- Performing duties associated with oversight and coordination of all investigations occurring on department property or involving department employees, and continually monitoring an investigation conducted within the department;
- Reporting to the commission as appropriate on any internal compliance matter as well as on the status of pending investigations, and providing the commission with a summary of information relating to investigations conducted including the number, type, and outcome, trends, and recommendations to avoid future complaints; and
- Performing other duties as assigned to the Internal Compliance Office by the commission or executive director.

IT IS FURTHER ORDERED that the executive director or his designee is directed to take the necessary steps to implement the actions as ordered by this minute order.

Submitted and reviewed by:

Deputy Executive Director

Recommended by:

Executive Director

112788 AUG 25 11

Minute Number

Date Passed