



OFFICE OF THE PUBLIC AUDITOR

CID Implements and Adopts Investigation Manual

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The Compliance Investigation Division (CID) of the Office of the Yap State Public Auditor adopted its Manual of Operating Procedures. The manual has been written to set out the policies and procedures to be applied by CID investigators in performance of their duties.

The methods provided in the manual are intended to standardize investigation procedures and ensure consistency with accepted international best practices. The manual's standards conform to the Quality Standards for Investigations (QSI) issued by the Council of Inspectors General on Integrity and Efficiency (CIGIE), which provides a framework for conducting high quality investigations.

The investigation methodology described in the manual is a two phase process: (1) Preliminary Inquiry; and (2) Investigation. During the initial phase, complaints received by CID are screened to determine if there is legal jurisdiction and authority to investigate the matter, and whether there is justifiable suspicion to believe breaches of Yap State regulations and policies have occurred or a criminal act has been committed by a known person. If found to be criminal in nature, the matter will be referred to the Office of the Attorney General (OAG) for review and further appropriate action. If the matter is administrative, then it will be investigated by CID and possibly result in the issuance of a management advisory letter to the department involved to address.

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