

# **STATE OF NORTH CAROLINA**

## **SPECIAL REVIEW**

**NORTH CAROLINA STATE UNIVERSITY  
DEPARTMENT OF PUBLIC SAFETY**

**RALEIGH, NORTH CAROLINA**

**OCTOBER 2000**

**OFFICE OF THE STATE AUDITOR**

**RALPH CAMPBELL, JR.**

**STATE AUDITOR**

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Ralph Campbell, Jr.  
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LETTER OF TRANSMITTAL

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October 3, 2000

The Honorable James B. Hunt, Jr., Governor  
President Molly Corbett Broad  
University of North Carolina  
Ms. Peaches Gunter Simpkins, Chairman  
North Carolina State University Board of Trustees  
Dr. Marye Anne Fox, Chancellor  
North Carolina State University  
Members of the North Carolina General Assembly  
Ladies and Gentlemen:

Pursuant to General Statute §147-64.6(c)(16), we have completed our special review into allegations concerning North Carolina State University's Department of Public Safety. The results of our review, along with recommendations for corrective actions, are contained in this report.

General Statute §147-64.6(c)(12) requires the State Auditor to provide the Governor, the Attorney General, and other appropriate officials with written notice of apparent instances of violations of penal statutes or apparent instances of malfeasance, misfeasance, or nonfeasance by an officer or employee. In accordance with that mandate, and our standard operating practice, we are providing copies of this special review to the Governor, the Attorney General, the Director of the State Bureau of Investigation and other appropriate officials.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ralph Campbell, Jr.".

Ralph Campbell, Jr., CFE  
State Auditor





## TABLE OF CONTENTS

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	PAGE
OVERVIEW .....	1
INTRODUCTION.....	3
FINDINGS AND RECOMMENDATIONS .....	5
STATEMENT OF FINANCIAL IMPACT.....	35
EXHIBITS.....	37
SCHEDULES .....	53
PHOTO DISPLAY .....	93
RESPONSE FROM THE CHANCELLOR OF NORTH CAROLINA STATE UNIVERSITY .....	97
DISTRIBUTION OF AUDIT REPORT.....	99



## OVERVIEW

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North Carolina State University (NCSU), a land grant university and a constituent campus of the University of North Carolina System, employs approximately 6,331 people within twelve departments. NCSU served approximately 28,000 students during the 1999 Fall Semester.

NCSU's current funds revenues for fiscal year 1998-1999, totaled approximately \$745,000,000 and current funds expenditures totaled approximately \$711,000,000. NCSU is organized in various divisions of academic and administrative units. The Department of Public Safety (Department), in the Business Division, has six different operational divisions: Administration, Centennial Operations, Crime Prevention, Fire Protection, Investigations and Patrol Operations. The Department has a Director who is responsible for the operations and reports to the Associate Vice Chancellor for Finance and Business.

The headquarters for the Department is in the Field House located on Old Stadium Drive and operates 365 days a year, 24 hours a day. The Department is assigned the responsibility of maintaining a pleasant and safe environment for persons to live and learn. Public Safety Officers are required to complete state mandated training and are granted full law enforcement powers in accordance with N.C. G. S. § 116-40.5. Officers are charged with protecting life and property, preventing and detecting crime, and providing public safety on campus.

The Department employs an average of 59 people in its six divisions, and operated on a budget totaling approximately \$3.4 million for the 1999-2000 fiscal year.



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## **INTRODUCTION**

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On June 23, 2000, the North Carolina State University Vice Chancellor for Finance and Business requested the Office of the State Auditor conduct a Special Review of North Carolina State University's Public Safety Department (Department) (Exhibit 1). His concerns included the use of lapsed salary funds to purchase equipment that appeared to be of questionable value in the efficient operation of the Department, travel reimbursements made to the former Director of Public Safety, management practices and building monitoring systems within the Department. We also received additional allegations once we began our Special Review concerning inappropriate behavior by the former Director of Public Safety in the use of NCSU equipment.

We began our review on July 6, 2000, and used the following procedures to conduct this investigation:

- ◆ Interviews with employees of North Carolina State University.
- ◆ Interviews with individuals external to North Carolina State University.
- ◆ Examination of North Carolina General Statutes and Administrative Code, and North Carolina State University procedures.
- ◆ Examination of North Carolina State University records and documents related to the allegations and concerns expressed above.

This report presents the results of our Special Review. The review was conducted pursuant to G. S. § 147-64.6(c)(16) rather than a financial audit. The Office of the State Auditor performs an annual financial audit of North Carolina State University.

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## **FINDINGS AND RECOMMENDATIONS**

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### **1. THE UNIVERSITY REMOVED OVER 100 ITEMS COSTING IN EXCESS OF \$130,000 FROM THE PUBLIC SAFETY DEPARTMENT.**

After the former Director of Public Safety resigned on June 30, 2000, the Assistant Director was appointed as the Acting Director. At the direction of the former Associate Vice Chancellor for Finance and Business (former Associate Vice Chancellor), he identified 28 items costing approximately \$45,149 that were purchased by the Department which may have been inappropriate purchases based on his professional opinion. All 28 items have been reassigned within the University or sold as surplus property (see Exhibit 2).

In addition, the NCSU Director of Purchasing identified 74 items purchased by the Public Safety Department that were reassigned, sold at surplus or scrapped (see Exhibit 3). The 74 items had an original cost of over \$86,000. According to the Director of Purchasing, many of these items had been replaced or could be better utilized in another department.

When questioned about these purchases, the former Director said the former Associate Vice Chancellor advised him to purchase equipment for employees since he was unable to provide salary increases. The former Associate Vice Chancellor said he never told the former Director to purchase equipment for employees in lieu of pay increases.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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### **RECOMMENDATION**

We recommend the Public Safety Department, as well as all Departments, evaluate its equipment needs on a constant basis. If new equipment is needed, and purchased, the older equipment should be reassigned or surplusd at that time.

#### **2. THE PUBLIC SAFETY DEPARTMENT PURCHASED MANY ITEMS THAT APPEAR QUESTIONABLE AND VIOLATED STATE AND UNIVERSITY PURCHASING PROCEDURES.**

According to the NCSU Director of Materials Management and Purchasing (Director of Purchasing), the Public Safety Department has three means for obtaining purchases: (1) Purchase Order transactions for purchases \$5,000 and up, which are directly processed by the University's Purchasing Department; (2) Small purchases orders for purchases up to \$5,000 which are handled directly by the Public Safety Department and are approved by the Public Safety Director (Director); and (3) Purchasing Cards which are issued to Departmental employees and limited to \$2,500 per transaction and \$5,000 per day. Any purchases over \$250,000 are processed through the N. C. Department of Administration Purchasing and Contracts Division.

The Director of Purchasing stated the University audits approximately 10% of all purchasing card transactions and small purchases. We examined all of the Public Safety Department small purchases from July 1, 1998 through June 21, 2000, as well as all purchasing card transactions from July 1, 1998 through June 30, 2000.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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According to the Public Safety Computer Support Technician (Computer Support Technician), who processes the purchases, the procedures for small purchases and purchasing card purchases are as follows:

The employee requesting the purchase completes a requisition. The requisition identifies the employee placing the order, the item to be purchased, the estimated amount of the purchase, the date, the type of purchase (small purchase, purchasing card or other) and the Division in which the purchase will be used. The Director of Public Safety must approve all requisitions. It is encouraged, but not required to obtain three prices prior to placing an order. Employees are required to purchase an item from state contract when available. All items and vendors on state contract are accessible by the Internet.

Once the Director approves the requisition, the requisition is forwarded to the Computer Support Technician for processing. The Computer Support Technician verifies the requisition is completed, approved and the item is purchased from a state contract vendor when available. Once the request is processed, a small purchase order number is issued via e-mail and referenced to the vendor when placing the order. When the item is received, the receiving slip is initialed by the employee and forwarded to the Computer Support Technician for computer entry. A voucher number is then assigned and the invoice is forwarded to the Accounting Department for payment. All paperwork is distributed to the Public Safety Budget Officer for verification of entry and review of purchase.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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Requisitions for purchasing card purchases are required as previously stated. However, each month the cardholder prints a statement and performs an on-line reconciliation of their account. The cardholder must attach all receipts to the statement and distribute the statement to the department's reconciler. The department reconciler verifies receipts and reviews purchases. According to the University's purchasing card policy, the cardholder is responsible for proofing the purchases are NCSU business related and all receipts are itemized with pricing for every transaction on the statement. Under no circumstances may the purchasing card be used for personal purchases. NCSU has blocked all vendors in categories that are deemed inappropriate for NCSU such as Travel and Entertainment, ABC stores, off-track betting etc.

During our examination of small purchases and credit card purchases we found clothing purchases, repairs and maintenance performed by sub-contractors, purchases from vendors who were not on the applicable state contract, as well as many items not immediately identifiable as relevant to campus law enforcement activities. We have included a schedule that represents all purchases that appear questionable based on the above criteria (see Schedule 1).

We found several purchases where requisitions were not completed; therefore, we were unable to determine who made the purchase or why. Furthermore, no approval was obtained. According to the Computer Support Technician, employees created small purchase order numbers when placing an order to avoid completing the

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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necessary purchasing process. Additionally, we found employees were reimbursed for purchases without adequate documentation. In some instances, we found employees were reimbursed for items purchased, but no receipt was provided or requisition completed. We also found instances where receipts were not attached to the cardholder's statement. According to the Director of Purchasing, a cardholder could lose their card privileges if receipts are not attached. However, we observed where the same employee continuously did not submit receipts for purchases, but at no time were privileges suspended.

Further, we questioned the purchase of items such as smoke grenades, trip wires, and several recording devices because they appeared to be unusual items purchased for a university public safety department. We observed purchases such as motion detectors in ceramic frogs, linesman telephone, accounting software, knives, tools, cordless phones, and various electronic products that appear to be inappropriate for campus law enforcement.

Additionally, clerical employees stated the former Director permitted clothing purchases. According to several of the clerical employees, the former Director unofficially implemented a uniform of khakis and golf shirts; shoes were also reimbursed as part of an "uniform" clothing purchase. According to members of the IRT (Information Response Team), members were allowed to purchase clothing which included blazers, oxford shirts, ties and shoes. However, in the two years since the team's development they have worn the uniforms in the official capacity only



## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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once. The former Director, who was not a member of the team, also received clothing and shoe purchases.

We also questioned many of the repairs or services performed by private contractors. According to the Acting Director, the former Director hired a professional landscape company to landscape a picnic area. Many of the Public Safety employees stated this area has not been used. Additionally, birdhouses, plants and decorative gardening items were purchased for this picnic area. We examined the picnic area and found overgrown weeds and hazardous conditions (see Photo Display 1 through 4). According to the Director of Purchasing, the University's Grounds Division would have landscaped as well as maintained this area. Therefore, we questioned all purchases related to the picnic area.

Furthermore, several Public Safety employees stated the former Director instructed them to purchase any items desired prior to the fiscal year-end.

According to the former Director, items such as the smoke grenades, trip wires and motion detectors were to be used for a training exercise for the officers. The former Director said all recording devices were purchased for the Investigations Division. Additionally, the former Director said his immediate supervisor, the former Associate Vice Chancellor, told him to allow clothing purchases. The former Director said some of the clerical staff had worn inappropriate clothing so the clerical employees requested a "uniform". The former Director stated the former Associate Vice Chancellor was aware of all purchases and told him to keep his employees happy.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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The former Associate Vice Chancellor stated he was not aware of all of the Public Safety purchases; however, he approved clothing purchases with the Public Safety logo embroidered.

The former Director also stated he used private contractors rather than the University's services (Facilities Maintenance, Physical Plant or Grounds Division) because the work would not have been performed in a timely manner. The former Director said it was the "norm" on campus to hire private contractors.

### **RECOMMENDATION**

We recommend the University ensure that employees follow purchasing procedures, including only purchasing items that are considered necessities for the performance of their duties. Any items retained by the Public Safety Department that are not needed should be reallocated to another Department or sold as surplus property. The University should ensure that Departments do not make unnecessary purchases at year-end to avoid reverting funds. Funds should be transferred to other Departments based on need.

### **3. VACANT POSITIONS PROVIDED EXTRA FUNDS THAT MAY HAVE BEEN BETTER UTILIZED BY OTHER DEPARTMENTS.**

North Carolina State University elected to be a "Special Responsibility Constituent Institution" as allowed by the flexibility legislation passed in 1991 by the General Assembly. Flexibility allows budget revisions to be performed in certain budget

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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areas, without State Budget Office approval. With flexibility, NCSU can move budget funds among purposes, salary items and operating funds, etc. with justification provided only to the NCSU Budget Office. The NCSU Budget Office is required to complete an annual report summarizing the improvements/savings that result from budget flexibility.

The Departments submit budget revision requests to the NCSU Budget Office. The Budget Office reviews the revisions for accuracy and compliance with flexibility rules. In the case of the Public Safety Department, the budget revision forms (BAS093R) were prepared by the Department's Budget Officers and authorized by the former Associate Vice Chancellor.

The following annual budgetary amounts were transferred from personnel budget categories (1XXX) to the operational budget categories, Maintenance Object Pool (5999) by the Public Safety Department.

<u>Fiscal Year</u>	<u>Amount</u>	<u>% Increase (Decrease)</u>
1994-95	\$ 305,317	
1995-96	375,955	23.0
1996-97	387,421	3.0
1997-98	462,298	19.0
1998-99	258,096	(44.0)
1999-00	429,302	66.0
	<u>\$ 2,218,389</u>	

These were the annual amounts of lapsed salaries transferred to non-personnel operations. All the transfers were approved by the former Associate Vice Chancellor.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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In addition, we computed the average vacant positions and the attrition rates for the past four fiscal years.

	Hires (A)	Separations (B)	Average Budgeted Positions (C)	Average Filled Positions (D)	Average Vacant Positions (E)	Vacancy Rate (E/C) (F)	Attrition Rate (B/D) (E)
Fiscal Year 1996-1997	17	6	64	52	12	19%	12%
Fiscal Year 1997-1998	21	28	67	51	16	24%	55%
Fiscal Year 1998-1999	18	12	63	55	8	13%	22%
Fiscal Year 1999-2000	15	15	75	59	16	21%	25%

Even as the Public Safety Department had an average vacancy rate of 13%-24% (Column F) over the past four fiscal years and an attrition rate of 12%-55% (Column E), budgeted positions increased from 64 in fiscal year 1996-1997 to 75 in fiscal year 1999-2000. The continued vacancies along with the increase in budgeted positions resulted in \$2,218,319 of “lapsed salary” funds from fiscal year 1994-1995 through fiscal year 1999-2000. Through flexibility budgeting, these funds were transferred from the Public Safety’s personnel budget to its non-personnel operating budget over the past several fiscal years.

According to the former Director, he was told by the former Associate Vice Chancellor to leave two or three positions vacant each year in order to use the funds to support operations, however, he said he never had to do so, because of attrition.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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According to the former Associate Vice Chancellor, he approved the transfers and considered all transfers to be part of the fiscal year end budget adjustment process. He said he never told the former Director to hold any positions open in order to generate lapsed salaries.

The procedures for allocating these surplus funds did not ensure that these funds were utilized in the most efficient and effective manner.

### **RECOMMENDATION**

We recommend lapse salaries be evaluated as to their best use. If lapse salaries are generated in one department, the funds may be more effectively utilized in another department. The determination of budgetary transfers, pursuant to flexibility regulations, should be centralized in the University to determine the most beneficial use of the funds.

#### **4. THE FORMER DIRECTOR OF PUBLIC SAFETY AND THREE PUBLIC SAFETY EMPLOYEES INCURRED \$4,052.07 IN QUESTIONABLE TRAVEL EXPENSES.**

We examined the former Director of Public Safety's (former Director) travel reimbursement requests from July 1, 1998 to June 30, 2000. We noted two requests that appear questionable in nature.

On Sunday, August 16, 1998, the former Director and two Public Safety employees traveled from Raleigh, NC to Asheville, NC to attend a five-day computer software conference. The former Director and the two employees traveled together in a

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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departmental vehicle. According to the two employees, they attended the first session of the conference on Monday morning August 17, 1998. The former Director also attended the morning session, but excused himself early from class. Later, the employees saw the former Director who told them not to attend class but travel with him visiting vacation spots in the area. According to the employees, for the remaining part of the week, the three did not attend classes.

According to the former Director, he attended classes until approximately 3:30pm on Monday, Tuesday and Wednesday. He said that he attended classes until approximately 11:30am on Thursday. The former Director said he and the two employees traveled to the Cherokee Reservation, Chimney Rock, Dollywood, and other sights after classes during the entire week and returned to Raleigh on Friday, August 21, 1998. However, the two employees stated no one attended classes after Monday morning. NCSU paid \$3,717.24 for registration, meals, lodging and gasoline. We consider the total amount of \$3,717.24 to be questionable based on the failure to attend the entire conference and the use of the departmental vehicle to travel to various tourist sites.

On Tuesday, September 28, 1999, the former Director, a Detective, and three Patrol Officers traveled from Raleigh, NC to Springfield, Illinois to attend the funeral of a trainee. The Patrol Officers returned to Raleigh on September 30, 1999, while the former Director and the Detective traveled from Springfield, Illinois to Missouri. They returned to Raleigh on Friday, October 1, 1999. According to the employee

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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who made the reservations, the former Director requested to return one day later. Further, the employee stated the former Director requested that he and the Detective have reservations at a hotel in Missouri rather than Illinois. According to an Officer who attended the funeral, the former Director requested he pay and later get reimbursed, for the Detective's room. However, the Detective did not stay in this room, but traveled to Missouri with the former Director.

NCSU incurred a net cost of \$4,052.07, in non-business related expenditures.

### **RECOMMENDATION**

We recommend NCSU seek reimbursement of the non-business-related expenses.

#### **5. A DETECTIVE WITH THE PUBLIC SAFETY DEPARTMENT VIOLATED MOTOR FLEET MANAGEMENT REGULATIONS REGARDING USE OF AN ASSIGNED VEHICLE.**

During our review of Public Safety department-owned and Motor Fleet Management (MFM) assigned vehicles we noted an inconsistency in monthly mileage for the MFM 1998 Crown Victoria assigned to the former Director. Interviews with former and current Public Safety employees revealed allegations that one of Public Safety's detectives had been commuting to work in the assigned vehicle for a period of several months. Several Public Safety employees stated that they witnessed the Detective driving the assigned vehicle to and from work consistently from August 1999 until mid-January 2000. Schedule 2 shows that during these months, mileage for the

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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vehicle was significantly higher than during the remainder of the 21-month period of review. Upon questioning, the Detective stated the vehicle was used for commuting to an out-of-town training class held one week of the month. However, this explanation left a large amount of unexplained miles on the vehicle in question. After additional questioning, the Detective responded she had in fact commuted in the vehicle while her personal vehicle was being repaired. The Detective said she commuted in the vehicle for one or two weeks.

Any use of the MFM Crown Victoria for commuting other than by the former Director, to whom the vehicle was specifically assigned, is a direct violation of MFM regulations issued by the North Carolina Department of Administration. The regulations specifically state, "It shall be unlawful for any state employee to use a state-owned vehicle for any private purpose." In an explanation of private purpose, the regulations state that "commuting privileges approved by MFM are not considered a private purpose. An employee with an individual permanently assigned vehicle may drive the vehicle to and from his/her home..." However, the Detective was not using an individually assigned vehicle and had not received the required prior approval from MFM to commute. Additionally we determined that this employee's supervisor does not have a permanently assigned vehicle and no other detective in the Public Safety Department is allowed to commute in a state-owned vehicle.

Additionally, several Public Safety employees stated they witnessed the Detective driving the Crown Victoria during the workday for non-business related



## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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appointments. The Detective's claim that the vehicle was used only for business purposes, with the exception of the admitted commuting, cannot be verified due to the fact that the vehicle travel logs (Form FM-12) were not adequately completed. Per MFM regulations, "Travel logs (Form FM-12) for permanently assigned vehicles are to be filled out on a daily or trip basis when the vehicle is in use. Log entries should accurately reflect the use of the vehicle." Review of the vehicle's mileage log for a two-year period revealed failure to adhere to this regulation. Mileage logs reviewed contained only the beginning and ending mileage for the month.

The mileage logs for the Crown Victoria revealed inconsistent and relatively limited use (see Schedule 2). During the time reviewed, the former Director drove a department-owned 1996 Dodge truck for his commuting and business needs. Employee interviews indicated that use of the Crown Victoria was primarily limited to the above-mentioned use by the Detective. Analysis of the mileage logs for the 21-month period reveal that for 10 of the months (48%) the vehicle was not driven the 1,050 miles minimum (\$325.50 monthly) charged for a MFM assigned vehicle. Any legitimate business use of the Crown Victoria in question could have been provided by one of the other 35 Public Safety vehicles. Our review does not substantiate a need for two vehicles assigned to the Director of Public Safety. Due to the fact the former Director drove the department-owned truck, the \$7,009.40 expense for the MFM Crown Victoria for the 2-year period was unnecessary.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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### **RECOMMENDATION**

We recommend all Department of Public Safety employees adhere to Motor Fleet Management's Regulations Manual by restricting state-owned vehicle use to appropriate individuals for authorized business. We also recommend Public Safety Management routinely review vehicle use and eliminate any MFM assigned vehicles not needed. In addition, we recommend that Management ensure all mileage logs are completed as required by MFM regulations.

#### **6. THE PUBLIC SAFETY DEPARTMENT SPENT \$3,417.00 IN A TWO-YEAR PERIOD TO HAVE DEPARTMENT AND STATE-OWNED VEHICLES CLEANED BY COMMERCIAL VENDORS.**

A review of small purchases and credit card transactions for the Department for June 1998 through June 2000 revealed approximately \$3,417 spent on cleaning Public Safety vehicles. Of this amount, approximately \$1,540 was spent cleaning the former Director's Dodge truck and MFM assigned Crown Victoria. The \$3,417 includes Department authorized cleaning of the Patrol Operations 23 vehicles at a total of \$1,705. Schedule 3 details the cleaning expenses for the reviewed period.

A University Motor Pool Representative stated he could see no need for any Department to utilize commercial vendors for vehicle cleaning because a wash bay and auto vacuum are located on campus. All University Departments have access to this location free of charge.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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In addition, MFM Regulations Manual outlines their policy regarding cleaning state-owned vehicles. MFM provides \$10 twice monthly for cleaning of MFM assigned vehicles. MFM Regulations state that vehicle cleaning costing \$10 or less do not have to be pre-authorized. Vehicle cleaning costing more than \$10 must be approved by MFM prior to the services being performed. Public Safety did not attempt to invoice MFM for any cleanings to the state-owned vehicles. Instead, the Department paid for all vehicle cleanings out of the operational budget. A MFM representative stated that MFM also maintains a wash bay and vacuum available free of charge for state-owned vehicles.

In light of MFM's willingness to pay for a reasonable amount and cost of vehicle cleaning as well as the availability of free wash stations, Public Safety's entire \$3,417 incurred for vehicle cleanings appears to be a wasteful expense.

### **RECOMMENDATION**

To avoid unnecessary waste of department funds, we recommend Public Safety utilize the free MFM and University Motor Pool wash stations whenever possible, as well as follow MFM's vehicle cleaning policy when available cleaning resources are inadequate. A limit on the amount allowed for vehicle cleaning could generate savings for the Department.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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### **7. THE PUBLIC SAFETY DEPARTMENT VIOLATED MOTOR FLEET MANAGEMENT RECOMMENDATIONS REGARDING PURCHASE OF VEHICLE FUEL.**

During our review of the Public Safety Department's small purchases and purchasing card transactions from June 1, 1998 through June 30, 2000, we noted that employees purchased approximately \$800 worth of fuel for state-owned vehicles from commercial vendors in North Carolina (see Schedule 4). These purchases consisted of 34 transactions with gas station charge accounts or reimbursements to employees and one fuel purchase on a departmental purchasing card. However, the MFM Regulations Manual states, "Gasoline purchases should be obtained from MFM facilities or other state-owned facilities except when state-owned facilities are closed, when travel is out-of-state, or when it is more cost effective to buy commercially." Most of the statewide DOT gasoline facilities are accessible 24 hours a day, 7 days a week. A listing of county maps showing the location of DOT gasoline facilities and hours of operation is provided in the back of the MFM Regulations Manual.

Three DOT gasoline facilities are located within several miles of the University. In addition, NCSU Motor Pool has a gasoline facility on campus that is accessible 24 hours a day, 7 days a week. Twenty-three of the 34 (68%) in-state fuel purchases were in Raleigh or Cary, North Carolina. Representatives of both DOT Motor Fleet and University Motor Pool stated that there is no reason for any employee to use commercial vendors for gasoline for either department or state-owned vehicles. Both representatives stated that state-owned gasoline facilities offer fuel at about 10 cents cheaper per gallon than available at commercial vendors.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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### **RECOMMENDATION**

We recommend all employees follow MFM's regulations regarding purchase of fuel for state-owned vehicles. Employees should utilize the fuel pumps located on campus or at one of the three DOT facilities in Wake County . We also recommend employees utilize the DOT gasoline facility listing in the MFM Regulations Manual for out-of-town travel.

#### **8. CURRENT AND FORMER EMPLOYEES HAVE SIGNED STATEMENTS THAT THE FORMER DIRECTOR OF THE PUBLIC SAFETY DEPARTMENT RECORDED EMPLOYEES' PERSONAL PHONE CALLS WITHOUT THEIR KNOWLEDGE.**

During the interview process, several current and former Public Safety employees expressed concern over the fact that their phone lines, including both incoming and outgoing personal calls, were recorded by a device the former Director had purchased and installed. Four current and former Public Safety employees signed written statements to the effect that they had become aware their telephone conversations had been recorded. All four, which include the Acting Director, the Director's Assistant, a former Police Officer I and the former Payroll Clerk, stated they had not been officially informed their phone lines might be recorded. In fact, three of the individuals stated they were specifically told their phone lines were not recorded.

The Acting Director stated he was told by the former Director on at least two occasions in 1995 and 1997, that his phone line was not recorded. Upon the issuance by the Department of the Standard Operating Procedure 98-25, "Downloading

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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Telephone Calls and Radio Transmissions from the DAT Recorder,” in November 1998, the Acting Director questioned the former Computer Systems Administrator as to whether his line was recorded or not. The Computer Systems Administrator replied his line was in fact connected to the DAT recorder and his calls were taped. The Acting Director stated he was upset to learn his lines had been recorded and he had told individuals who inquired that their conversations were not recorded. The Acting Director informed these individuals the conversations were not recorded based on the information received from the former Director.

The Director’s Assistant also signed a statement to the effect that upon her employment in 1997 she was not informed that her telephone lines might be recorded. She also stated she was told several times by the former Director, in front of witnesses, that her line was not connected to the DAT recorder and taped. Recently, she learned from the Computer Support Technician (who had been given administrative duties over the DAT recorder by the former Director) that her line had been recorded and was located on the DAT equipment under a fictitious number. In addition, two individuals, including the Computer Support Technician, have signed statements to the effect that they personally heard the former Director tell the Director’s Assistant her line was not recorded. Upon questioning by the Director’s Assistant, the former Director denied knowledge the line was taped. The Director’s Assistant stated that some time later, the former Director demonstrated a software program on his computer that allowed him direct access to the DAT recorder for

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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listening to phone calls through his computer system. The Director's Assistant stated the former Director demonstrated the software by playing some of her own personal telephone calls.

The former Payroll Clerk also signed a statement stating that the former Director told her numerous times from summer 1998 through spring 2000 that her telephone line was not recorded. However, in February 2000, the Computer Support Technician confirmed the Payroll Clerk's line was in fact recorded and monitored. The former Police Officer I stated he had not been informed that telephone calls would be monitored or recorded.

In addition, three current and former employees have signed statements that the former Director played one former Detective's recorded personal calls in their presence or had given them information he said was obtained from taping his calls.

Three of the larger North Carolina Universities' Public Safety Departments were contacted to inquire about surveillance and taping of employee phone calls. Representatives at all three of the schools stated they did monitor and record telephone calls coming into the 911 communications centers. However, none of the three departments taped other employee phone calls, whether incoming or outgoing.

In U.S. Code Title 18, Chapter 119 – Wire and Electronic Communications Interception and Interception of Oral Communication and North Carolina General Statute 15A-286 and 15A-287 – Electronic Communication prohibit interception and

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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disclosure of oral communications without consent from involved parties or a court order. Specifically, G.S. § 15A-287 states, “

...(a) Except as otherwise specifically provided in this Article, a person is guilty of a Class H felony if, without the consent of at least one party to the communication, the person:

(1) Willfully intercepts, endeavors to intercept, or procures any other person to intercept or endeavor to intercept, any wire, oral, or electronic communication.

(2) Willfully uses, endeavors to use, or procures any other person to use or endeavor to use any electronic, mechanical, or other device to intercept any oral communication...”

In addition to the above-mentioned DAT recorder, the Public Safety Department has eight video or camera surveillance devices and five audio recording devices. Three of the video devices appear to be utilized for appropriate purposes and are located in the Detective Division, the I.D. Processing room and Patrol Operation’s interview room. The other video equipment includes a camera in the lobby at the front entrance of the building, one in the lobby area of the Director’s office, one in the Administrative Officer’s office (directly beside the lobby area) and two in the Director’s office. One of the camera’s located in the Director’s office was mounted in a false smoke detector and was discovered after the former Director’s departure.



## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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We also questioned representatives from three other large universities' Public Safety Departments about possession of similar equipment. The representatives responded that no surveillance equipment was located in their actual Public Safety employee offices. One representative did state his Department had one camera located at the front door to monitor visitors to the building. In light of this comparison, we question the Department's possession of the current volume of surveillance equipment.

Upon questioning about the wiretapping and surveillance equipment, the former Director stated all employees were aware their calls were recorded. He further stated he only listened to employee's personal calls when they pertained to an internal investigation of that employee. The former Director said the software which enabled him to listen to personal calls via his computer was not installed. However, the Computer Support Technician stated she deleted this software from his computer in March 2000.

### **RECOMMENDATION**

In lieu of a recommendation, we have referred this information to the Attorney General's Office based on the nature of the finding.

#### **9. EMPLOYEES STATED THEY WITNESSED THE FORMER DIRECTOR DRIVING HIS STATE-OWNED VEHICLE WHILE CONSUMING AND AFTER CONSUMING ALCOHOLIC BEVERAGES.**

Three employees stated they witnessed the former Director consuming alcohol while driving or before driving, his state-owned truck. According to one employee, she

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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witnessed the former Director in 1998 consume alcohol while touring Centennial Campus in his state-owned truck. Another employee said she witnessed the former Director on two separate occasions in the Summer of 1998 consuming alcohol at a local restaurant and then driving his state-owned truck. A third employee also witnessed the former Director drinking alcohol at the local restaurant, after which he drove his state-owned truck. A fourth employee said she saw empty beer cans and a cooler in the former Director's state-owned truck when she had the truck cleaned.

The North Carolina Motor Fleet Management Regulations Manual, VII. Vehicle Use, H. Alcoholic Beverage and Drugs, states:

Under no circumstances may a state employee operate a state-owned vehicle while under the influence of intoxicating beverages, drugs or substances, or transport (except in performance of law enforcement duties) these items on a state vehicle.

The former Director said he never drank alcoholic beverages before driving or while driving his assigned state vehicle.

### **RECOMMENDATION**

We recommend the University Administration reinforce the State and University policies concerning what is considered appropriate and inappropriate behavior while driving a state vehicle.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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### **10. EMPLOYEES SAID THE FORMER DIRECTOR REQUESTED THEY PERFORM PERSONAL TASKS FOR HIM AND ALLOWED EMPLOYEES TO BE ABSENT FROM WORK WITHOUT TAKING APPROPRIATE LEAVE TIME.**

According to the Administrative Assistant, former Administrative Officer and former Payroll Clerk, the former Director had them complete personal errands for him during the workday. These individuals signed statements to the effect that they routinely ran personal errands for the former Director at his request including: picking up prescription medicines at local drug stores, going to his home to feed his pets while he was out of town, and picking up personal dry cleaning. All of the employees involved stated that they felt obligated to perform the personal errands and were never told to take leave time for the duration of the duties. The employees stated they did not “volunteer” to take leave time for completing the former Director’s personal tasks. They were not able to identify the specific dates or actual amount of time spent performing the former Director’s errands. Therefore, we cannot attribute a cost estimate for misuse of time spent by employees on the former Director’s personal business.

In addition, the former Payroll Clerk stated the former Director allowed the Budget Officer to be absent from work for a period of eight business days during January 11-21, 2000 without taking appropriate leave. The Budget Officer’s January 2000 timesheet was obtained and reviewed. We noted only one day (January 3<sup>rd</sup>) was recorded as leave time. Upon questioning, the Budget Officer stated she was absent from work from January 11<sup>th</sup> until January 24<sup>th</sup> of 2000. The Budget

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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Officer explained she had been hired in December of 1999 and did not have the sufficient leave time she needed to attend to her mother's illness and subsequent passing. The Budget Officer stated that upon her return to work she questioned the former Administrative Officer about how she should reflect the leave time on her monthly timesheet and was told to fill it out as if she had actually worked those eight business days. The Budget Officer stated she was informed that "they" (her supervisors) were giving her the time. Based upon her salary we were able to calculate that the Budget Officer was compensated approximately \$1,179 for time not actually worked. The Budget Officer has since offered to take the time from her current accumulated leave balance.

When questioned about the incident, the former Administrative Officer stated she was told by the former Director not to charge leave to the Budget Officer's timesheet. She stated the former Director explained that the Budget Officer had not accumulated enough time and his leniency was based on the nature of the absence.

Several employees have also stated the former Director allowed certain employees to leave work early without taking leave for that time. They were unable to document or identify the dates for these absences. Therefore, we were unable to associate a cost to the misuse of time. Several employees also mentioned it was common knowledge that Public Safety employees would shop for the Department during the workday. Review of Departmental purchases for the past two fiscal years yielded numerous receipts for stores in the Raleigh, Garner and Cary area during working hours. Upon

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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questioning, two employees stated that members of the administrative staff would regularly leave the office to purchase items for the Department at the former Director's request. They indicated that they were sent shopping about once a week each, on average. They both stated the frequency of their shopping trips would increase significantly around the end of the fiscal year. One former employee stated that at the end of the fiscal year, the former Director would send her shopping once a day. She also stated he informed the staff to spend the budget money without regard to State contracts and vendors. We were not able to associate the amount of Departmental funds associated with the use of employees' time spent shopping during the workday.

When questioned about the misuse of time, the former Director stated he had asked the employees to perform personal errands for him such as taking care of his pets while he was out of town, but the employees had willingly volunteered their services. In addition, he stated he had expected the duties to be performed after working hours or for the appropriate leave time to be taken. Concerning the unrecorded leave, the former Director denied advising employees not to record leave.

### **RECOMMENDATION**

We recommend the University ensure the Department's Management refrain from asking employees to perform personal errands on state time. In addition, we recommend supervisors refrain from asking subordinates to complete personal tasks after working hours in order to avoid the

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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appearance of impropriety. We recommend Management take steps to ensure that all employee time spent on non-business activities is accurately reflected as leave time on monthly timesheets.

### **11. SEVERAL PUBLIC SAFETY EMPLOYEES, INCLUDING THE FORMER DIRECTOR, MAINTAINED DEPARTMENT EQUIPMENT AT THEIR HOMES WITHOUT DOCUMENTATION.**

Several current and former employees stated they had taken Department equipment home with the former Director's approval. These employees stated that although other staff members might have been aware of their possession of the equipment, they were not required to sign-out the equipment. The following employees detailed the equipment they kept at their homes:

- ◆ **Former Administrative Officer** – She stated the former Director advised her to take a computer system (including printer) home for business purposes. She also stated the former Director's explanation for home use of the equipment was that the administrative staff might be needed to issue campus wide alert bulletins if the Computer Support Technician was not reachable. In addition, the former Administrative Officer returned a VCR and TV/VCR combination that the former Director told her to take home for personal use. She said the former Director told her he won the VCR at a conference and it was his property to give to her. He also told her that he was planning on surplus the combination TV/VCR so she should take it home and put it in her son's room. She stated the former Director loaded the equipment in her car himself. The former Administrative Officer returned all of the equipment to the Public Safety Department early in the summer of 2000.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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- ◆ **Administrative Assistant** – The Administrative Assistant stated the former Director informed her to take a laptop computer home in case she was needed to issue a campus wide emergency alert bulletin in the event the Computer Support Technician could not be reached. She stated she did not sign the equipment out and had never been informed of any policy requiring her to do so. She returned the laptop to the Public Safety Department in June 2000.
  
- ◆ **Detective** – She maintained a desktop computer system, including a printer, at home for business purposes. She stated the Computer Support Technician was aware she had taken the equipment home. She returned the computer to the Public Safety Department in the summer of 2000.
  
- ◆ **Former Payroll Clerk** – During an interview the former Payroll Clerk stated the former Director had a department-owned desk, chair and computer equipment delivered by Public Safety employees to her home. She also said she was not required to sign out the equipment. This equipment has been returned to the Department.
  
- ◆ **Former Director** – The Acting Director provided an inventory of all department-owned items maintained at the former Director's home, which were recovered on June 21, 2000. He also provided a separate inventory of equipment that was kept in the department-owned Dodge truck driven by the former Director. Over 90 items were catalogued as returned from the former Director's house. In addition, over 30 items were inventoried and maintained in the truck the former Director used for commuting. See Exhibits 4 and 5 for inventories prepared by the Chief Investigator and a Public Safety Sergeant. These individuals submitted a signed statement verifying the accuracy of the inventories.

## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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Upon questioning, the former Director responded that he suggested the former Administrative Officer take the VCR and TV/VCR to her home for personal use. He said he won the VCR at a conference so it was not technically department property. The former Director also stated that he needed much of the inventory (including chainsaws, tools, drills, flashlights, etc.) kept at his house for use during hurricane season. He additionally stated that he maintained some of the inventory for safekeeping. The former Director stated he had legitimate business needs for the remainder of equipment maintained at his home and in his vehicle. It should be noted that several of the items inventoried are also discussed in the questionable purchases finding in this report.

### **RECOMMENDATION**

We recommend all department-owned equipment be properly inventoried upon initial receipt by the Public Safety Department. We also recommend Management establish a formal equipment sign-out policy for employees. This policy should include sufficient justification for home use as well as appropriate authorization. In addition, we recommend that a periodic review of signed out equipment be maintained by appropriate staff to ensure accurate management of department property.



## **FINDINGS AND RECOMMENDATIONS (CONTINUED)**

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### **12. THE PUBLIC SAFETY DEPARTMENT PAID ONE VENDOR \$139,733 FOR EQUIPMENT AND SERVICES OVER 1998-1999 AND 1999-2000 FISCAL YEARS THROUGH THE SMALL PURCHASING PROCESS.**

One local vendor provides all of the equipment and services for the communications equipment, including radios, modems and lights, installed in the Department's patrol cars.

During the 1999-2000 fiscal year, the Department paid one radio communications vendor \$15,279.90 for equipment and \$16, 248.91 for repairs and services. For the 1998-1999 fiscal year, the Department paid this vendor \$70,093.53 for equipment and \$38,110.66 for repairs and services (see Schedule 5). All of the transactions were expensed as small purchases and paid out of the Department's operating budget. Small purchase transactions are limited to a maximum of \$5,000 per transaction.

According to the Director of Purchasing, due to the significant amount of funds paid for the equipment and services, the Department should have procured these services through the University Purchasing Department.

## **FINDINGS AND RECOMMENDATIONS (CONCLUDED)**

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### **RECOMMENDATION**

The Public Safety Department should examine all significant payments to individual vendors to determine if a contractual agreement would be more cost-effective.

## ***Statement of Financial Impact***

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The following schedule represents a quantification of the items examined during our special review. We cannot completely quantify the tangible benefits or detriment, if any, to the taxpayer resulting from the findings of our review. We are simply noting areas where the system of internal controls was either circumvented or should be enhanced, or where, in our judgment, questionable activities or practices occurred.

1. The University removed over 100 items from the Public Safety Department.	\$ 130,000.00
2. Questionable purchases.	89,665.71
3. Transfer of personnel funds to non-personnel line items, FY 1998-99 and FY 1999-00 net of questionable purchases. (\$687,398.00 - \$130,000.00 - \$89,665.71 – See Note).	467,732.29
4. Questionable travel.	4,052.07
5. Cost of Crown Victoria.	7,009.40
6. Cost of vehicle cleaning.	3,417.00
7. Purchase of fuel from commercial vendors.	800.00
8. Compensation for Budget Officer for time not worked.	1,179.00
9. Funds paid to one vendor.	139,733.00
	<u>\$ 843,588.47</u>

Note: During the six-year period from July 1, 1994 to June 30, 2000, \$2,218,389 in lapsed salaries was transferred to operational line items in the Public Safety Department. In line 3 above, we included only the last two fiscal years of lapsed salaries, since the questionable purchases covered two years. The amount is net of the 100 items removed by the Public Safety Department and the questionable purchases (\$687,398.00 – 130,000.00 - \$89,665.71).

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EXHIBIT 1

North Carolina State University is a land-grant university and a constituent institution of The University of North Carolina

**Office of Finance and Business  
Vice Chancellor**  
Campus Box 7201 / B Holladay Hall  
Raleigh, North Carolina 27695-7201



An Equal Opportunity/Affirmative Action Employer

919.515.2155 (phone)  
919.515.5121 (fax)

June 22, 2000

Mr. Ralph Campbell, Jr., State Auditor  
State of North Carolina  
Office of the State Auditor  
2 South Salisbury Street  
20601 Mail Service Center  
Raleigh, North Carolina 27699-0601

Dear Mr. Campbell:

The purpose of this letter is to confirm in writing my verbal request that your office conduct as soon as practical a special audit of NC State University's Public Safety Department. I am particularly concerned about the use of lapsed salary funds to finance an extraordinary volume of equipment and items that are of questionable value for the efficient operation of the department. I am also concerned about departmental travel, particularly reimbursements to Chief Harper, for annual conventions and training. I am aware that there are allegations of unfair personnel management practices. Therefore, please review whatever personnel actions you deem appropriate to determine if there have been violations of state statutes and state personnel rules.

Finally, I would appreciate your review of our building monitoring systems to ensure that those installed are reasonable and do not violate federal or state statutes.

I appreciate your office's understanding of our situation and willingness to undertake this effort. Please understand that my suggestions of areas to review are only that. I know that your office will determine the audit program necessary for this situation.

Very truly yours,

A handwritten signature in black ink, appearing to read "George Worsley".

George Worsley  
Vice Chancellor for Finance and Business

Cc: Chancellor Marye Anne Fox  
Vice Chancellor and General Counsel Mary Elizabeth Kurz

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# EXHIBIT 2

Public Safety items surplus since May, 2000 which may have been inappropriate purchases. Updated 9/8/00

ITEM	DESCRIPTION	REASSIGNED	TAG #	MODEL #	SERIAL # & / OR CAMS#	PURCHASED	PC#	AMOUNT
1	Bose Wave CD/Radio To be used for instruction by dept.	Communications Dept.	16921	AWRCIG	022373C0060673AC	4/11/2000	PC#1623	\$ 518.96
2	Bose Wave Radio To be used for instruction by dept.	Student Aff Multi Media	16922	AWR1-1W	018821C8089 1140-A	5/11/1998		\$ 372.96
3	Bose Wave Radio To complement pa system	Student Center	16923	AWR1-1W	018815C8063 1145-A	5/13/1998		\$ 367.97
4	Optimus 10 Band EQ	Student Center	16893	31-2025	92001720			
5	Optimus STAV Stereo Recv.	Music Dept.	16926	31-3031	OH3606677S	6/2/1995	SP#0120487	\$ 423.99
6	Sharp 25" Color TV		16854	25KM100	641670			
7	Optimus 5/CD changer	Communications Dept.	16887	CD-6400	12A423634	6/2/1995	VISA # ?	\$ 199.99
8	Sony 200/CD changer	Music Dept.	16886	CDP-CX210	8820399			\$ 229.99
9	Sony Turn Table	Music Dept.	16885	PS-LX300H	8118060	9/3/1999		\$ 199.95
10	Voice Changing Telephone (U.S. Cavalry)	surplus	16890	VCT2000		6/3/1997	SO#553174	\$ 105.95
11	Zenith View All PC	surplus	16850	79000906				
12	Pioneer Flat Screen TV (Troxell), includes the following items	Communications Dept.	16861	PDPV501X	TASS000872UC	5/19/1999	P0074686	\$ 14,240.11
12	JBL 4410A Speaker (Troxell - 3 way speaker cabinet)	Communications Dept.	16862	JBL-4410	J1255-14873	6/16/1999	V#00250966	\$ 373.00
12	JBL 4410A Speaker (Troxell - 3 way speaker cabinet)	Communications Dept.	16863	JBL-4410	J1254-15188	"	"	\$ 374.00
12	Black metal speaker (no brand) - Cabinet Center Channel Spkr	surplus	16855	ALT-W150AT		"	"	\$ 123.00
12	JBL EON Speaker (Powersub)	Communications Dept.	16856	694JBL	J155-026447	"	"	\$ 631.00
12	Sony Stereo Receiver	Communications Dept.	16858	STR-DE-435	8812748	6/16/1999	V#00250966	\$ 202.00
13a	Pioneer Speaker	Communications Dept.	16858	PDP-S02-LR	TC7000374WL			\$ 347.47
13b	Pioneer Speaker	Communications Dept.	16857	PDP-S02-LR				\$ 347.48
14	Panasonic Cordless Phone w/plug in adapter	Student Center	16849	24GHZ	81CDA051694	2/10/1999	PC# ?	\$ 329.99
15	Reclon Wireless Stereo Headphones	surplus	16847	W500		6/30/1999		\$ 240.00
16	Uniden Pro 538W CB radio (2)	surplus	16918	PC122XL		12/15/1998		\$ 524.41
17	Nikon Pronea Camera w/2 lenses	Student Aff Multi Media	17731					
18	Hornellie gas power blower model BP-250 w/red case	CALS Field Labs	16906					
19	Milwaukee heavy duty high performance sawzall H	CALS Field Labs	16908		Sen#774A393451386			
20	Casio Stereo	Music Dept.	15210	MSA-120R				
21	Nordic Track Wind Racer	Sports Med., Athletics	15211	93X7082		5/23/1995	SP#0163084	\$ 389.90
22	Nordic Track Walk Fit	Sports Med., Athletics	15212	1095		5/18/1995	SP#0155382	\$ 688.90
23	1996 Dodge Truck - NC Registration KRZ-7340	C. of Natural Resources	16733	CAMS 240347	IN#3B7KF23Z7TM170273	4/24/1996	P00058819	\$ 23,910.02
24	SIMA Home Theater copy center	Air Am Cult Center	16924	KL-8100				
25	Panasonic portable CD player & headphones T	surplus	17729					
26	Minox EC Camera	surplus	17732					
27	Optimus Dual Cassette Deck	Communications Dept.	15207					
28	Memorex VCR	Soil Science	15204	86	10701151L			\$ 45,141.04

Note: This is a schedule of items that the Acting Director of Public Safety identified as inappropriate. This schedule was prepared by the Acting Director.

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# EXHIBIT 3

Public Safety surplus items newer than 6 years that have been removed since May, 2000. Updated 9/8/00

ITEM	DESCRIPTION	REASSIGNED	TAG #	MODEL #	SERIAL # & FOR CAMS#	PURCHASED	AMOUNT
1	Phillips 19" Color TV	CALS Field Labs	16827	CCX193AT32	79123089	6/18/1998	\$ 364.64
2	Samsung VCR	Music Dept.	16889	VR5703	6RAD101678		\$ 222.59
3	Sharp VCR	CALS Field Labs	16888	VC-A542U	508888761		
4	AcerNote 782 Laptop - Model D4-75	Student Develop.	16880	VT2522D	Cams#2336655	6/14/1995	\$ 2,140.00
5	Dell Inspiron 3000 Laptop - M200ST	Career Center	16876	CFZ46	Cams#246181	2/16/1998	\$ 2,646.82
6	Dell Inspiron 3000 Laptop - M200ST	Student Develop.	16879	CFZ3F	Cams#246184	"	\$ 2,646.82
7	Dell Latitude LM Laptop - M168MMX	Air Am Student Aff	16875	85HDB	Cams#242913	4/18/1997	\$ 4,809.22
8	Dell Latitude LM Laptop	Student Develop.	16872	8WQZX	Cams#244584	7/16/1997	\$ 3,675.69
9	Dell Latitude LM Laptop	Women's Center	16877	8WQX5	Cams#244582	"	\$ 3,675.69
10	Dell Latitude LM Laptop	University Scholars	16882	8WQXQ	Cams#244586	"	\$ 3,675.69
11	Dell Latitude LM Laptop	Air Am Student Aff	16871	8WQPL	Cams#244587	"	\$ 3,675.69
12	AcerNote LightLaptop - PRO 959	Air Am Cultural Ctr	16873	1600041038	Cams# (none located)	6/12/1996	\$ 3,337.94
13	AcerNote LightLaptop - PRO 959	Student Develop.	16878	1600041052	Cams#240422	"	\$ 3,337.94
14	AcerNote LightLaptop - PRO 959	Air Am Cultural Ctr	16881	16000410600	Cams#240421	"	\$ 3,337.94
15	Dell Latitude CP - M233XT	CALS - Soil Science	16874	ZQX7N	Cams# (none)	1/22/1999	\$ 2,430.58
16	Dell Latitude LM - P133MHz	Music Dept.	16851	TS303I	Cams#241993	2/12/1997	\$ 4,279.22
17	Samsung 19" Color TV	Student Center	16883	TXD-1972	3CQJ3121250		
18	Panasonic VCR	Communications Dept.	16860	AG-2560P	8KQX1676	2/1/1999	\$ 310.90
19	Olympus Digital Camera	CALS Field Labs	16915	C-2020 Zoom	101100075	2/11/2000	\$ 966.12
20	Hillachi VHS Camcorder	Student Center	16916	VM-1350-A	10454317		
21	Gateway computer	surplus	16853	PS-90	3354927, CAMS 237002	5/22/1995	\$ 3,243.60
22	Compaq computer - Deskpro XL 5133	Music Dept.	16852	M1050MX	(Cams#237002)	12/5/1995	\$ 4,089.34
23	Compaq computer	Air Am Student Aff	16869	M1050CDS	6609HIST5E306 (240348)	6/6/1996	\$ 4,039.00
24	Gateway computer	Music Dept.	16868	E3110	0009049684 (Cams#243717)		\$ 3,421.68
25	Gateway computer	Music Dept.	16867	G6-200	0007000594 (Cams#none)		\$ 2,487.82
26	Gateway computer	Music Dept.	16866	G6-200	007264362 (no Cams#)		\$ 2,344.72
27	Gateway computer	Music Dept.	16865	G6-200	0007264450 (no Cams#)		\$ 2,218.58
28	Gateway computer	Music Dept.	16864	G6-200	0007264540 (no Cams#)		\$ 2,344.72
29	CTX 14" color monitor	surplus	16870		AE-11302052		\$ 489.00
30	Samsung color TV	Student Center	16848	TXD-1972	3CDJ311867V		
31	Pave VCR	Student Center	16917	VCR-1003	930501770		
32	Sony Active Speaker System (Crutchfield)	Communications Dept.	16919	SRS-Z750		7/13/1999	\$ 103.90
33	Panasonic TV/VCR	CALS Field Labs	16820	PV-M2037	D7AC21073		
34	Polaroid Procam Camera & case T	Multi Media - S. of Dsgn.	16895			6/6/1997	\$ 296.00
35	Panasonic Palmcorder IQ & bag plus: T	Music Dept.	16894	PV-D496	16WA11044	4/3/1998	\$ 349.95
	2 Duracell batteries			PV-BP15			
	1 AC adaptor, cables						
36	Ambico Tripod stand T	CALS Field Labs	16900				

Note: This is a schedule of items that were reassigned for other university use. This schedule prepared by the NCSU Director of Purchasing.

Public Safety surplus items newer than 6 years that have been removed since May, 2000. Updated 9/8/00

ITEM	DESCRIPTION	REASSIGNED	TAG #	MODEL #	SERIAL # & / OR CAMS#	PURCHASED	AMOUNT
37	Large Black cargo box contains: T 1 empty blue case, black case containing Sears 3/8 Drill VSR model 315.271400 Ser#G5023 w/adaptor and spare Battery, 1 Milwaukee 7 1/4 circular saw model 6365 SER#546A49344-0634, orange plastic case (Black and Decker) contains drill bits/level, Power Driver accessories, Yellow plastic case (Allied) containing power drill accessories, Gray plastic case (Porter and Cable) contains 12V cordless drill and flashlight, trailer hitch and ball accessories, 1 orange 2 Ft. extension cord, 1 set of jumper cables, 1 tow cable. Sears 3/8 Drill Drill Bits	CALS Field Labs	16910				
38	GSR BioFeedback Relaxation system & bag H	surplus	16913		09-027140000	6/5/1995	\$ 99.99
39	Canon Photura Camera, 3 packs of batteries & bag T	Afr Am Student Affairs	16901		09-025671000	6/5/1995	\$ 14.99
40	Sony cass. Player model H	Afr Am Cultural Ctr	16904	TCM99		8/14/1997	\$ 140.25
41	Data-VAC-3 and accessories & case T	Communications Dept.	16912				\$ 399.95
42	Phillips BMW monitor	surplus	15193	VC24415R	24237944	4/13/2000	\$ 119.00
43	Phillips BMW monitor	surplus	15194	VC24415R	24237910		\$ 445.20
44	Phillips BMW monitor	surplus	15195	VC24415R	36516010		\$ 445.20
45	Symphonic TV/VCR 9"	Student Center	15196	TVR9F1	V10615900		
46	Samsung 19" color TV	Music Dept.	15201	CXJ-1931	3CBN100903K		
47	Emerson 25" color TV	CALS Field Labs	15213	VT2522D	122-40702482		
48	Symphonic TV/VCR	scrapped	15197	3C3809	V39879630		
49	Sony Multi-scan W9000 monitor H	Communications Dept.	16844		2105242		\$ 2,437.99
50	Hitachi VCR	CALS Field Labs	16891	VT-MX421A	70304252		
51	32" JVC color TV (Service Merchandise Co.)	CALS Field Labs	16884	AV-32050	11437316A	9/2/1999	\$ 688.85
52	RCA VHS Camcorder and bag T	University Scholars	16896	32X	748330084		
53	Panasonic Recorder camera & bag T	Communications Dept.	16897	AG196	B8HB00214		\$ 467.34
54	Marantz Cass. Recorder and case T	Communications Dept.	16898	PMD-340			\$ 379.00
55	Poulan 18" chain saw and case T	CALS Field Labs	16907	2450			\$ 187.00
56	Gray plastic case (ZAG) tool box and contents T	Communications Dept.	16911				
57	Playmate cooler (Lowes) T	surplus	16909				\$ 19.54
58	Dark Green (Black) leather bag H	Afr Am Student Affairs	16925				
59	Sharp Wizard personal organizer H	Afr Am Student Affairs	16905	258KB	6C09440X		
60	Black leather day planner (large size) (Planner Pads Co.) H	Afr Am Student Affairs	16902				\$ 24.95
61	Black leather day planner (medium size) (Planner Pads Co.) H	Women's Center	16903				\$ 24.95
62	Igloo cooler on wheels (Lowes)	Afr Am Student Affairs	16909	6237		3/28/1998	\$ 63.09
63	RCA 27" color TV	Music Dept.	15202	F27351WN	349330914		

Public Safety surplus items newer than 6 years that have been removed since May, 2000. Updated 9/8/00

ITEM	DESCRIPTION	REASSIGNED	TAG #	MODEL #	SERIAL # & / OR CAMS#	PURCHASED	AMOUNT
64	Zenith VCR	Music Dept.	15206	UR1820-1	61032487		
65	Sony monitor	surplus	15203	SSM-121	115767		
66	Ikegami 13" monitor	surplus	15208	CMV-950	678427		
67	RCA 13" TV	Student Center	15199	100	21935007		
68	Symphonic 13" monitor	Student Center	15209	ST1316	1132719003		
69	Samsung 19" color TV	Student Center	15198	TXC1950	3CAFB01591		
70	Sony laser link cordless IR receiver	Communications Dept.	16914	REC#1FT10A		4/15/1999	\$ 78.00
71	Sony tipod	Communications Dept.	16914	VC1670RM		4/15/1999	\$ 100.00
72	Memorex VCR	CALS Swine Research	15205	93	6/17/99/16		
73	Tele-recorder 250	surplus	16846				
74	Kawasaki motorcycle	surplus	20265	Police 1000	JKAKZCP26XB517285		\$ 9,198.00
	TOTAL						\$ 86,723.29

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## EXHIBIT 4

### Items Chief Harper Turned in 06-21-2000

01. One Black Leather Day Planner (Large Size)
02. One Black Leather Day Planner (Medium Size)
03. Ear Protectors (Peltor Brand)
04. Gung Ho Video
05. Realistic Cass. Recorder      Model 14-1055A
06. Symphonic TV/VCR      Model 3C3809      Ser#V39879630
07. Portable Base Radio Unit (Kenwood Brand) w/power source and mike  
    Astron Model SL-11A Power Source      Ser#9305767  
    Kenwood TK-760      Ser#91200081  
    Kenwood Mike Model KMC9
08. Sony Cass. Player Model TCM929
09. Black Canvass Patrol Officers Carry All Bag  
    Contents are:    GSR2 Biofeedback Relaxation System in gray case  
                    Telephone Recorder Model 250  
                    Brown Leather Gould/Goodrich single magazine case  
                    Brown Leather Left Handed Holster  
                    Brown Leather handcuff holder w/cuffs  
                    Prolok Picks in small
10. Black Officers Carry All Bag w/combination lock  
    Contents are:    Hypnosis handbooks and manuels
11. Don Hume Black left handed holster 36-4.5inch
12. Don Hume Black left handed holster #18
13. Don Hume handcuff case w/ cuffs #C305
14. Don Hume Black belt holster #36 4"
15. Black web gear hand cuff case
16. Blue Fanny Pack, handgun carrier
17. Uncle Mike holster, blk web, Size 21 left hand
18. Don Hume Black left hand holster 36-4.5 inch
19. 380 ammo. 44 rounds
20. Streamlight Flashlight and Charger (Model 90011, Serial 23307)
21. Flashlight (Model SL90X, Serial 70083)
22. Holster, Brown/Gold, Goodrich G171
23. Don Hume Brown Holster, #18
24. Eddie Bouer Loafer Shoes, Brown, Size 9M
25. Rocky Uniform Shoes, Black, Size 9M
26. Bates Uniform Shoes, Black, Size 9M
27. Brown Leather Belt

Note:    These items were retrieved from the Former Director's house by Public Safety Employees.  
        This schedule was prepared by the NCSU Department of Public Safety

## **CLOTHING ITEMS**

1. 1-Condor Yellow Rain Jacket with Hood, Size Large
2. 2 pairs of khaki pants, Size 34
3. 2 pairs of green pants, Size 34
4. 1 pair of black BDU slacks
5. 1-Gates Black Rain Jacket, Size XL
6. 1-White Vest Undershirt, Size Large
7. 1-Green Polo Shirt, NC State University logo, Size Large
8. 1-Galls Yellow Rain Suit (jacket, pants, hood)
9. 1-NC State Policy Hat
10. 1-Black Pants
11. 1-Black Jacket with Hood, Size Large
12. 1-Black tie clip on
13. 4-Black Uniform Ties
14. 1-Dress Uniform Coat, Size 48 Regular
15. 1-Black Duty Belt, Size 38
16. 1-Uniform Dress Coat, Size 46 Regular
17. 2-Red Knit NCSU Shirts, Size Large
18. 1 Navy NCSU Knit Shirt, Size Large
19. 1-White NCSU Knit Shirt, Size Large
20. 2-Black NCSU Knit Shirt, Size Large
21. 3 pairs, Uniform Pants, 2 sized 34 Regular and 1 sized 36 Regular
22. 3 long-sleeved uniform shirts, 1 sized 16-1/2, 34 and 2 sized 17, 34
23. 2 short-sleeved uniform shirts
24. 2-black Turtle Neck shirts, Size Large
25. 4-black short-sleeved Polo Shirts, Size XL
26. 1-navy short-sleeved Polo Shirt, Size XL
27. 2-light-blue NCSU long-sleeve shirts, Size 16-1/2, 35
28. 2-navy blazers, unknown size
29. 1-blue long-sleeve shirt (Investigator embroidery)
30. 1-gray short-sleeve shirt (Investigator embroidery)
31. 1-black BDU jacket, size XL
32. 1 bicycle coat, size XL

## **OTHER ITEMS**

1. 1-burgundy desk chair
2. 1-Trek bicycle with light (Serial TU2113332)
3. 1-bicycle helmet
4. 1-Hewlett Packard 2500CT, (Model C2692A, Serial SG99J120N4)
5. 1-brown table
6. 1-brown table
7. 1-Igloo cooler on wheels
8. 1-Sony monitor, Multi-scan W9000 (Model C-DM-W900, Serial 2105242)

9. 1-Dell Dimension hard drive XPST550 (Model MMS, Serial 12D1Y)
10. 1-Dell keyboard
11. 1-set of speakers, Harman/Hardox (Model HK-195)
12. Assorted Cables and Mouse
13. 1-Koss microphone
14. 1-ViewSonic /ViewPanel UP140 (Model VP140, Serial AH9160048)
15. 1-Compac Disk Holder (holds 10)
16. Various Books on Law Enforcement
17. Handgun, Astra Black 380, Serial 1107453, 2 magazines
18. Various Hewlett Packard Ink Cartridges (2 magenta, 2 cyan, 1 HP651640C, 1 large black, 1 black, 1 yellow HP 516404, 2 Pack with 4 large black each)
19. NCSU Police Identification
20. University Identification
21. 1-Milwaukee heavy-duty high performance super sawzall in red case (Serial 774A393451386)
22. 1-jump and carry
23. 1-leather satchel (black or dark green)
24. 1-Maglite (Serial D2013684209)
25. 1-Futton Night Light Flashlight
26. 1-Sharp, Wizard, Personal Organizer (Model 256KB, Serial 6C09440X)
27. 1-Cape Fear Pager
28. 1-380 Round
29. 1-Nokia Cellular Telephone (Model 6162I, Serial 25309801811)
30. 1-Phone Adaptor for Nokia Cellular Telephone
31. 1-Gall's black carrying case on wheels containing the following items: 2 printer ink cartridges HP51633M black, 1 HP cartridge in plastic case, 1 Dell laptop model PPL, Serial 54513695, 1 DC adaptor, 1 CD ROM module, 1-Latitude CP battery Moduyle, 1 power converter Model PC140, 1HP Deskjet 340 printer, 2 power adaptors, 1 broken mouse, 1 printer cable, 1 telephone line cable.
32. Plastic Container containing the following items: 6 key rings (1- 2B hottring), 6 cassettes, 1 tie-clip microphone, 7 AA batteries, 1 Chief's Uniform Badge, 1 Sony recorder (Model ICDR100), 1 357 Energizer battery, 2 NCSU Police Ids, 1 American Express card (3787-637108-41005), 1 Diners Club Card (38865000779807), 1 NCSU First Union Visa (4715465297001151), 1 Amoco Card (59510225800001), 1 BP card (077090990100001), 1 Phillips 66 card (6995335673001), 1 Texoco card (815860204890001), 1 9mm round.

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## EXHIBIT 5

**Items inventoried from Chief Harpers Truck  
(Dodge Truck VIN#3B7KF2327TM170273,  
License KRZ-7340)**

- |  |   |
|--|---|
| <b>01. Black Galls Nylon Bag containing:</b> | <b>Tapes and Materials on Forensic Hypnosis</b>   |
| <b>02. Black Camera Case containing:</b>     | <b>Polaroid Procam Camera, 4 rolls of 35MM Film, 2 packs of Spectra Film</b>  |
| <b>03. Black Ambico Carry Bag contains:</b>  | <b>RCA VHS Camcorder Model 32X<br/>Serial#748330084, w/extra battery,<br/>And 1 VHS tape<br/>Adapter, 2 cables and straps</b>   |
| <b>04. Large Black Galls Bag contains:</b>   | <b>(2 ) 24 count CD/Rom cases<br/>(4) 2 pack 8MM Tapes<br/>1 Sony LaserLink cordless IR Receiver<br/>1 small Ambico Black Bag containing<br/>Sony Handycam model CCDTRV65<br/>Ser#162440, 7 rolls Advantix Film,<br/>Remote and extra cable<br/>Black nylon bag w/Nikon Pronea Camera<br/>60 x 180 lens, 2 Tripod mounts, 4 rolls of film<br/>Lens covers, Minox EC tiny camera , 5 batteries,<br/>1 Black fanny pack, 1 green vinyl Ambico case,<br/>1 Sony tripod</b> |
| <b>05. Black Vinyl Ambico Bag contains:</b>  | <b>2 camera lens, 1 camera flash unit, camera<br/>Manuels, Sony portable speaker SRS-T50PC,<br/>Panasonic portable CD player SL-S261C<br/>2 car cassette adaptors, Panasonic stereo<br/>Headphones model XBS, 2 Sony AC adaptors,<br/>2 batteries, 1 battery adaptor</b>  |
| <b>06. Black vinyl camera case contains:</b> | <b>1 Panasonic Palm Recorder IQ model PV-A296,<br/>1 Sony RFV adaptor model RFV-90VC,<br/>3 Sunpak batteries model RB-80V,<br/>1 Sony battery pack model NP-55</b>  |
| <b>07. Ambico tripod</b>                     |   |
| <b>08. 2 yellow emergency blankets</b>       |   |
| <b>09. 1 black carrying case contains:</b>   | <b>Canon Photura Camera, 3 packs of batteries</b>   |
| <b>10. Black carrying case contains:</b>     | <b>1 Panasonic Palmcorder IQ model PV-LCD35<br/>Ser#I6WA11044, 2 Duracell batteries model<br/>PV-BP15, 1 AC adapter, 3 JVC blank VHS<br/>Tapes, 3 empty cassette cases, 1 adapter cable,<br/>1 carrying strap, various cables, 1 Sony remote,<br/>SuperSabre Flashlight</b>   |

**Note:** The truck was retrieved from the Former Director's home and the items on the truck were inventoried once the truck was returned to the campus. This schedule was prepared by the NCSU Department of Public Safety

**Truck inventory con't.**

**11. Black Pelican mini plastic case**

**Contains:**

1 Panasonic micro cassette recorder model  
RN-36 ser#XE11C19236, Power booster  
Speaker system, clip on mic, 2 micro cass.  
Tapes, AC power adapter

**12. 1 Gray blanket**

**13. Black plastic carrying case contains**

Panasonic recorder camera model AG196,  
W/Battery, power adapter, and two cables

**14. Black vinyl case containing 2 Tripods**

**15. Large Black cargo box containing:**

1 empty blue plastic case, black case containing  
Sears 3/8" drill VSR model 315.271400  
Ser#G5023 w/adaptor and spare battery,  
1 Black riot helmet, 1 Milwaukee 71/4 circular  
Saw model 6365 ser#546A49344-0634, Orange  
Plastic case (Black and Decker) contains drill  
Bits/level/power driver accessories, Yellow

plastic

Case (Allied) containing power drill accessories,  
Gray plastic case (Porter and Cable) contains  
12V cordless drill and flashlight, Trailer hitch  
And ball accessories, 1 Orange 2 Ft. extension  
Cord, 1 set of jumper cables, 1 tow cable,

**16. Gray plastic case (ZAG) tool box**

**Contains:**

2 rolls of twine, 2 mini screwdrivers, 1

RadioShack tool kit, 2 earphones, 3 countersink drills, 1 box of  
plastic bands, 1 wire cutter, 1 mini screwdriver set in blue case,  
10 masonry drills, 2 Black and Decker Power kits in Orange  
cases, 1 Yellow Stanley Hammer, 1 Black and Decker Battery,  
1 Pack containing 10 cleaning swabs, 1 pair of Fiskars scissors,  
1 Black and Decker battery charger, 1 Black and Decker  
Power Driver, 1 Yellow Sabre Flashlight, 1 Black and Decker  
Magnifier, 4 packs of cable ties, X-ACTO wood carving set, 3  
box cutters, 1 pair of mini scissors, 5 pencils, 3 pens, 1 pair of  
black and red test cables, 1 computer mic, 1 center punch,  
velcro fasteners, 1 stainless pocket knife,

1 Red Cross pocket knife, 4 rolls of tape, 1  
Combination lock, 1 red bicycle light, 1 blue  
Bicycle light

**Truck inventory con't.**

17. 1 Playmate cooler
18. Gray plastic case containing body armor (bullet proof vest) and T Shirt
19. Red plastic case w/blue lid contains: Poulan 18" chain saw model 2450
20. Red plastic case w/blue lid contains: Homelite gas power blower model BP-250
21. Gray plastic case contains: Data-VAC-3 and accessories
22. Kenwood Police radio (mounted in truck)
23. Motorola Cell phone (mounted in vehicle) #218-9175, Ser#HGW-15
24. Streamlight flashlight ser#023577
25. Brunton Binoculars 10 x 25
26. AC/DC Cig. Lighter adapter
27. Gate Opener
28. 1 remote mic for cell phone (mounted in vehicle)
29. 1 Umbrella
30. Ball hitch mounted to rear of truck
31. 1 Black Leonard truck bed cover mounted on vehicle
32. 1996 Dodge Truck black in color (NC registration KRZ-7340)
33. 1 black Pelican 1400 carrying case contains: 1 Marantz Cass. Recorder model  
PMD-430, 1 Power adaptor, 1 cable,  
1 black viny bag containing mic,  
2 master locks

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## SCHEDULE 1

**North Carolina State University  
Department of Public Safety  
Purchase Card – Questioned Purchases  
July 1, 1998 – May 31, 2000**

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Bell, Amos	04/25/2000	BJ's Wholesale	CP0142717	Samsung TV Monitor	\$ 222.59	TV Monitors are on state contract per Director of Purchasing-Violation of policy		NA
Bell, Amos	04/25/2000	Hecht's	CP0142593	5 Trousers @\$29.99	158.95	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Per Bell, Harper authorized purchase of 10 shirts and 10 pairs of khakis for recruiting trips. Purchase request completed.	Memo attached request by A. Bell
Earo, Peggy	10/02/1998	K-Mart	CP0106966	No Receipt	69.36	No receipt or requisition attached. Violation of internal purchasing policy per Acting Director.	Letter attached stating purchase for a fan and receipt has been misplaced per Peggy Earo	NA
Earo, Peggy	10/10/1998	CompUSA	CP0107282	No Receipt	158.92	No receipt or requisition attached. Violation of internal purchasing policy per Acting Director.	None	
Earo, Peggy	01/08/1999	Borders Books	CP0111288	Test Success Core \$71.96 Civic Education Book \$27.50	105.43	Classes taken by employee were not reimbursed, determined not job related; therefore, books should not be purchased per Computer Support Technician.	None	NA
Earo, Peggy	01/08/1999	Borders Books	CP0111289	Core Requirement-E02 Book	143.06	Classes taken by employee were not reimbursed, determined not job related; therefore, books should not be purchased per Computer Support Technician.	NT Books	P. Earo/R. Harper
Earo, Peggy	01/26/1999	Staples	CP0112097	Accountant Deluxe Software	31.79	Computer software is provided by the University. This program is not used by the Department per the Computer Support Technician.	Inventory Program	P. Earo/R. Harper

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Earo, Peggy	02/16/1999	Land's End	CP0113329	5 Women's Shirt @\$20.00. J Crew Sweater \$36.50	176.25	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	5 Shirts 1 Sweater (logo applied)	P.Earo/R. Harper
Earo, Peggy	04/27/1999	Global Mart	CP0117125	Speakers to Flat Screen TV	1,052.90	Flat TV purchase is considered excessive purchase per Acting Director.	Speakers and Wall Mount	P. Earo/R. Harper
Earo, Peggy	05/05/1999	Levi Strauss	CP0117581	5 Twill Pants @\$40.00 ea.	216.17	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	5 Pants	P. Earo/R. Harper
Earo, Peggy	06/08/1999	K-Mart	CP0119617	Air Fresheners and tapes	8.30	Air fresheners are considered personal purchase per Director of Purchasing.	Electric Tape and Air Freshners	P. Earo/ NA
Earo, Peggy	10/05/1999	PC Zone	CP0127306	Hewlett Packard Printer and Accessories	1,500.95	Should be purchased directly from state contract vendor Hewlett Packard per Director of Purchasing.	HP LaserJet Printer- Investigations & Toner Cart.	P. Earo/R. Harper
Earo, Peggy	12/03/1999	PC Zone	CP0131936	Hewlett Packard Desk jet Printer, Hewlett Packard LaserJet All in One Printer, Cartridges and Accessories	1,230.69	Should be purchased directly from state contract vendor Hewlett Packard per Director of Purchasing.	DeskJet Printer-Tammy LaserJet Printer-Harper, CD- Recordable Disk	R. Harper/ R. Harper
Ennis, Lucy	06/13/1998	Land's End	CP0100093	6 Men's Shirts/2 Women's Shirts@\$23.50	184.98	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Logo Applied/NA	NA
Ennis, Lucy	06/25/1998	Hello Direct	CP0101718	Distinctive Ring Call Manager	160.98	Phones are provided by the University. Has not been seen in the department by the Acting Director.	Distinctive Ring Caller Purchase for Harper	L. Ennis for R. Harper/ R. Harper
Ennis, Lucy	06/27/1998	Land's End	CP0102044	9 Women's Shirts	264.45	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Logo AppliedUniform Shirts for Joan Butler (Investigations) And Diane Williams ( Fire Protection)	L. Ennis/R. Harper

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Ennis, Lucy	07/02/1998	Uptons	CP0102045	3 Pants	57.21	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	3 pants for Joan Butler, former employee	J. Butler/R. Harper
Ennis, Lucy	09/24/1998	Genesis Technologies	CP0106190	IdeaFisher Pro Plus Software	234.00	The University provides software.	IdeaFisher Pro Plus Software purchased for Harper	L. Ennis for R. Harper/ R. Harper
Ennis, Lucy	09/25/1998	Uptons	CPO106632	1 Pair of shoes @ \$45. 2 Pair of Women's pants @ \$26.99 ea.	71.15	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	L. Howell (Former temporary employee) Pants	L. Howell/B. Pate
Ennis, Lucy	10/02/1998	Eddie Bauer	CP0106635	2 Windshirts, 2 Polo Shirts, 4 Twill Shirts, 2 Denim Shirts, Jean Jacket, 2 Sweater	577.65	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Windshirts, Long sleeve shirts, jackets Purchased for Harper	L. Ennis for R. Harper R. Harper
Ennis, Lucy	11/05/1998	Wal-Mart	CP0108432	Heaters (6)	190.55	Space heaters are not permitted by the University and are considered a personal purchase per Director of Purchasing.	6 Space Heaters	M. Windham/ B. Pate
Ennis, Lucy	02/11/1999	JC Penney	CP0113424	2 Khaki Pants-M. Moody, 2 Khaki Pants- Joe, 2 Khaki Pants- Ellis, 2 White Shirts- M. Moody, 2 Blue Shirts- M. Moody, 2 White Shirts- R. Harper, 2 Blue Shirts- R. Harper, 4 White Shirts- Ellis, 4 Blue Shirts- Ellis, 2 White Shirts- T. Wright, 2 Blue Shirts- T. Wright	793.81	IRT Team Clothing Purchase- Team only wore uniform in official capacity once per Acting Director. Clothing purchases considered inappropriate per Director of Purchasing.	NA	NA
Ennis, Lucy	02/11/1999	Land's End	CP0113024	7 Men's Blazer @ \$155. Ea.	1,114.95	IRT Team Clothing Purchase- Team only worn uniform in official capacity once per Acting Director. Clothing purchases considered inappropriate per Director of Purchasing.	Navy Blazers for IRT Members ( Men Only) plus 2 each for R. Harper and T. Wright	L. Ennis for R. Harper/ R. Harper



EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Ennis, Lucy	02/12/1999	Eddie Bauer	CP0113418	2 Pair of Women's Loafer Shoes \$160., 3 pair of Men's Shoes \$265, 2 Pair of Men's Khaki Pants \$76	1,081.15	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Shirts & Shoes for Ennis and Jackson-IRT Shoes for Ellis, Moody & Goodrow-IRT, Shoes and Pants for Harper and Wright	L. Ennis/R. Harper
Ennis, Lucy	02/12/1999	Hello Direct	CP0113025	Answering machine, 5 Hour Number Recorder, 3 Cordless Phones and Headsets and various phone accessories	1,296.91	The University provides voice mail and phones per Director of Purchasing. The Acting Director stated he has only seen one cordless phone in the former Director's office.	Telephone, Answering Machine, Battery Equipment purchases for R. Harper	L. Ennis/NA
Ennis, Lucy	02/12/1999	Land's End	CP0113422	1 Women's Blazer \$158. 2 Women's Stretch Chino Pants @\$39.50 4 Stretch Blouse @\$39.50 4 Stretch Blouse @\$34.50 4 Women's Pants @43.50	707.00	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	02/12/1999	Land's End	CP0113419	1 Women's Blazer	155.00	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	02/15/1999	Land's End	CP0113421	4 Pair of Khaki Women's Pants	167.95	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	02/24/1999	Eddie Bauer	CP0113820	4 Pair of Men's Pants	178.03	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Pants for R. Harper per L. Ennis	L. Ennis/NA
Ennis, Lucy	03/10/1999	Sears	CP0114615	4 Pair of Women's Dockers Pants	111.30	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	4 Khaki Pants for Lucie and Tammy- IRT Team	L. Ennis/ NA
Ennis, Lucy	03/31/1999	Levi Strauss	CP0115719	6 Pair of Khaki Women's Pants	274.51	Clothing purchases are considered an inappropriate purchase per Acting Director and	NA	NA

Director of Purchasing.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Ennis, Lucy	03/31/1999	Levi Strauss	CP0115720	6 Pair of Khaki Women's Pants	266.01	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	03/31/1999	Levi Strauss	CP0115721	5 Pair of Khaki Women's Pants	266.01	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	03/31/1999	Levi Strauss	CP0116083	5 Pair of Khaki Women's Pants	274.51	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	04/20/1999	Land's End	CP0116806	2 Men's Shirts	54.95	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	2 Shirts purchased for Harper per L. Ennis	L. Ennis/NA
Ennis, Lucy	04/21/1999	Eddie Bauer	CP0116805	4 Pair of Men's Pants	219.37	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucy	04/23/1999	Eddie Bauer	CP0117199	3 Men's Shirts	95.40	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Note Attached stating purchase is for Harper	NA
Ennis, Lucy	05/18/1999	Professional Equipment, Inc.	CP0118501	Various Mirrors, tools and (3) five in One Laser	219.50	These items may be in the Department but have not been seen by the Acting Director.	Laser Pointer, Stainless Steel Telescopic Mirrors, Adjustable Glass Mirror, Multi- Tool purchased for Harper per L. Ennis	L. Ennis/NA
Ennis, Lucy	07/07/1999	Crutchfield	CP0121471	Sony Cordless Headphones & Stereo Microphone	206.85	Items not considered necessary purchases for the Department per Acting Director.	Sony Cordless Headphones & Stereo Microphone purchased for Harper per L. Ennis	L. Ennis/ NA
Ennis, Lucy	07/13/1999	Barco Products	CPO0121874	Industrial Model Platform Truck	131.16	University's facilities have this item not a necessary purchase per Director of	Industrial Dolly Cart purchased for Harper per L. Ennis	L. Ennis for R. Harper/ R.

					Purchasing.	Harper		
EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Ennis, Lucy	07/14/1999	Crutchfield	CP0121875	Sony Speakers	103.90	Items considered not necessary purchases for the Department per Acting Director.	Speaker purchased for Harper per L. Ennis	L. Ennis/NA
Ennis, Lucy	08/24/1999	Wal-Mart	CP0124573	Air fresheners , various cleaning supplies, lint rollers, coffee maker, can opener	77.67	Housekeeping provides cleaning products, other items considered personal purchases per Director of Purchasing.	Room freshener, Cleaning supplies, small radio, phone cord (office supplies for EGRC substation)	L. Ennis & Brown/R. Harper
Ennis, Lucy	09/07/1999	Brame Specialty	CP0125507	Digital Recorder \$349.00, Software upgrade \$270.00, Software \$160.00, Recording Card \$140.00, Leather desk organizer \$129.00, Leather office products \$174.	1,222.00	Digital Recorder not considered necessary per Acting Director. NCSU provides software. Leather Office products considered personal per Director of Purchasing.	NA	NA
Ennis, Lucy	10/21/1999	Land's End	CP0128406	2 Men's Shirts	78.15	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	2golf shirts embroidered for TO for Jeremy Whitaker	Kevin/R. Harper
Ennis, Lucy	10/29/1999	Land's End	CP0129471	2 Men's Snow Pants, Parka, Snow Boots and Snow Shoes	247.95	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing. These items have not been seen by the Acting Director.	Pants, windsuit, boots, and shoes purchased for Harper per L. Ennis	L. Ennis for R. Harper/ R. Harper
Ennis, Lucy	11/16/1999	Brame Specialty	CP0130655	No receipt	428.09	No receipt or requisition attached. Violation of internal purchasing policy per Acting Director.	Note attached stating receipt is lost and can not obtain copy from Vendor. Does not state what was purchased or for who	NA
Ennis, Lucy	01/05/2000	Staples	CP0133744	Windows 2000 Organizer Software	79.95	NCSU provides software.	2 Boardcutters, 2 blades, label print, cassettes, DYMO Tape, Audio Tape, 1 organizer for Windows, 3 pencil sharpeners purchased for Harper per P. Griffin	P. Griffin/NA

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Ennis, Lucy	01/06/2000	Shomertec	CP0134112	6 Waterproof bags (2 of each sm., med., lrg.), dental picks and mirrors, parachute cords, webbing, canteen and cup, flask, bulbs, 1 helmet, 2 infrared lenses flashlight, (various flashlights), 2 trip wire, 2 compass, signal mirrors, strike force, 6 all weather blankets, 3 space emergency bags, 6 Bandanas (camouflage, tiger stripe etc), 4 web belts, 2 alarm signaling device, 3 pocket incendiary device, 1 linesman telephone, Book titled "How to Circumvent Security Alarms", Voice Changer, Smoke Grenades, Nametags * see footnote	1,445.00	Items considered not necessary purchases for the Department per Acting Director. The former Director stated these items were purchased as part of a training exercise. The Acting Director stated he was not aware of any training that included these items.	1 line telephone, 1 voice changer, 2 flashlights, bulbs, 1 commando smoke grenade, 2 infrared lens, 4 web belts - various colors, 5 bandanas various colors, mirrors, firestarter, wetfire, all weather blankets, incendiary device, book circumvent alarm, waterproof gear, parachute cord, dental mirror, canteen , alarm signal device, combat helmet, spectra trip wire, name tags embroidered Harper, Chief in various colors purchased for Harper per P. Griffin	P. Griffin/NA
Ennis, Lucy	01/15/2000	IGO Corporation	CPO134627	Modem, Mobile Office Car Accessories, Digital Recorder, Mobile Office Car Accessories, Carrying Case	579.75	Digital Recorder considered not necessary per Acting Director. NCSU Telecommunications provides mobile phones per Director of Purchasing.	Modem Adapter, Multiplier, Digital Recorder, Pocket Radio, Cellular Protection purchased for Harper	R. Harper/L. Ennis
Ennis, Lucy	01/17/2000	Professional Equipment, Inc.	CPO134705	Voltage sniffer and case	132.55	Acting Director has not seen this purchase and does not know what it is or why it was purchased.	Voltage sniffer and case purchased for Harper	R. Harper/ L. Ennis
Ennis, Lucy	04/11/2000	Bose	CP0141492	Radio and CD Player	518.96	Considered not necessary purchase per Acting Director.	Bose Radio	M. Moody/R. Harper

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Harper, Ralph	02/04/1999	Office Max	CPO112890	Static Image, Post Easel, Adj. Blk Easel, Universal Easel, 99 Quickbooks Pro- all software	344.45	This vendor is not on state contract and the Department had previously been told to purchase from a state contract vendor. Software is provided by the University and no need for former Director to purchase Quickbooks Pro software.	Computer software packages, static image 27, post it easel, quickbooks purchased for Harper per L. Ennis	L. Ennis for R. Harper/ R. Harper
Harper, Ralph	02/13/1999	CompUSA	CP0113376	Foam Wall, Organizer Plus for Windows, MS Publisher 98, ACT 4.0 with Greeting	439.86	The University provides software.	Foam wall, Organizer Plus, MS Publisher & Act 4.0 purchased for Harper per L. Ennis	L. Ennis for R. Harper/NA
Harper, Ralph	02/17/1999	Home Depot	CP0113378	Plants and gardening items	61.69	Per the Director of Purchasing, plants and gardening items would be considered personal items.	NA	NA
Harper, Ralph	02/18/1999	Best Buy	CP0113770	Cases, Tapes, Fun/SC3809 \$279.99?	599.13	Best Buys is not a state contract vendor.	Case, Cassette Tapes, Self seal mailer purchased for Harper per L. Ennis	L. Ennis/NA
Harper, Ralph	02/19/1999	Gallery & Gifts	CP0113772	Picture	121.90	Per the Director of Purchasing , pictures displayed in offices are personal items.	NA	NA
Harper, Ralph	02/19/1999	JC Penney	CP0113773	Pants	60.42	Bought by Pate for L. Brown with Harper's approval.	NA	NA
Harper, Ralph	02/19/1999	JC Penney	CPO 113377	pants	30.21	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	02/19/1999	K-Mart	CPO 113771	Plant food, gardening supplies, pot and batteries	31.77	Per the Director of Purchasing, plants and gardening items would be considered personal items.	NA	NA

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Harper, Ralph	02/19/1999	Uptons	CP0113774	3 Pair of Women's Pants	85.60	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	02/24/1999	JC Penney	CP0113776	2 Pair of Pants	50.86	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	02/26/1999	Brooks Brothers	CP0114158	5 ties @\$32.50	172.25	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	04/16/1999	Best Buy	CP0116760	CD ROM cleaner, cases, Hewlett Packard supplies, office supplies	180.89	Best Buys is not a state contract vendor.	NA	NA
Harper, Ralph	09/02/1999	Office Max	CP0125463	Briefcase and tags	139.82	Office Max is not on a state contract vendor and per the Director of Purchasing, briefcases are a personal item. The Department had been previously told to purchase from a state contract vendor.	Briefcase and luggage tags purchased for Harper per G. Huber	G. Huber/R. Harper
Harper, Ralph	11/24/1999	Best Buy	CPO131146	Various office supplies	66.18	Best Buys is not a state contract vendor.	Laser, notebooks, zip drive laser	NA/R. Harper
Harper, Ralph	11/24/1999	Office Max	CP0131145	Leather Portfolio and cases, laser pointer	254.36	Letter from Purchasing stating Office Max not on state contract.	Laser, notebook	NA/R. Harper
Harper, Ralph	02/05/2000	Office Max	CP0136091	Office 2000, MS Office 2000, Learn PowerPoint software packages	295.71	NCSU provides software.	Reimbursement for PowerPoint 2000 , MS office 2000 purchased for Harper	L. Ennis for R. Harper/L. Ennis
Harper, Ralph	02/08/2000	Best Buy	CP0136220	Webster's electronic dictionary, office supplies	64.61	NCSU provides software. Best Buys is not a state contract vendor.	Electronic dictionary software, CD and tape holder	NA/L. Ennis

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Huber, Ginger	08/11/1998	Service Merchandise	CP0104082	Hairdryer	19.99	Hairdryer is located in former Director's bathroom. Considered personal item per Director of Purchasing.	2 hairdryers	R. Harper/NA
Huber, Ginger	09/23/1998	Uptons	CPO106260	4 Pair of Pants	114.44	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Pants for L. Brown and G. Huber	B. Pate/B. Pate
Huber, Ginger	03/15/1999	Ranger Joes	CPO115058	4- Baja Bags, 2 T-shirts Coolmax, 1 Cold Steel Para Edge Knife	139.88	Per Acting Director, he was not aware of these purchases and is unable to identify some of these items. However, they appear to be excessive purchases and not needed for the Department.	Baja Bags, T-shirts, knife	R. Harper/R. Harper
Huber, Ginger	05/27/1999	Levi Strauss	CP0119016	3 pair or Khaki pants	136.68	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	3 pair of work pants	G. Huber/R. Harper
Huber, Ginger	06/23/1999	Logan Trading Company	CP0120715	Plants and gardening items	34.38	Items purchased for picnic area. Area was not commonly used. University's Grounds could have maintained this area per Director of Purchasing.	Plants for Picnic Area	G. Huber/R. Harper
Huber, Ginger	06/24/1999	Logan Trading Company	CP0120716	Plants	99.57	Items purchased for picnic area. Area was not commonly used. University's Grounds could have maintained this area per Director of Purchasing.	Plants for Picnic Area	G. Huber/R. Harper
Huber, Ginger	07/12/1999	Land's End	CP0121931	Men's pants	44.45	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Huber, Ginger	07/13/1999	Land's End	CP0121931	Men's Shirt, 2 Men's Belt, 2 Men's Pants	177.45	Clothing purchases are considered an inappropriate purchase per Acting Director and	NA	NA

Director of Purchasing.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Huber, Ginger	07/15/1999	Land's End	CP0121933	Men's Chino Pants	65.00	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Huber, Ginger	08/02/1999	Streicher's	CPO137197	Jacket monogrammed with name only Harper	204.90	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Huber, Ginger	08/27/1999	Bombay Company	CP0125115	Furniture	240.79	Table located in former Director's office. Bombay Company in not a state contract vendor.	NA	NA
Huber, Ginger	09/01/1999	Signals	CP0125116	Serenity Chimes	88.95	Considered not necessary purchase per Acting Director.	NA	NA
Huber, Ginger	09/02/1999	Service Merchandise	CP0125574	Oak desk, Color TV, 200 CD Disk Changer	1,197.58	Considered not necessary purchase per Acting Director.	Table, TV, CD Changer	G. Huber for R. Harper/R. Harper
Huber, Ginger	09/03/1999	Crutchfield	CP0125575	Sony Recorder, Sony Turntable and minidisk	797.78	Considered not necessary purchase per Acting Director.	NA	NA
Huber, Ginger	09/22/1999	Crutchfield	CP0126481	Sony Mini CD disk	66.75	Considered not necessary purchase per Acting Director.	4 packs of minidisk	R. Harper/R. Harper
Huber, Ginger	10/07/1999	Crutchfield	CP0127448	Sony Mini CD disk	55.80	Considered not necessary purchase per Acting Director.	NA	NA
Huber, Ginger	10/07/1999	Crutchfield	CP0127449	Sony Mini CD-disk	7.98	Considered not necessary purchase per Acting Director.	NA	NA
Huber, Ginger	11/04/1999	JC Penney	CPO130126	Smooth Touch Throw Blanket	15.89	Blanket purchased for chair in former Director's office. Considered personal item per Director of Purchasing.	Throw for chair	R. Harper/R. Harper
Huber, Ginger	12/04/1999	Levi Strauss	CP0132091	Khaki Pants	40.28	Clothing purchases are considered an inappropriate purchase per	NA	NA



Acting Director and  
Director of Purchasing.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Huber, Ginger	12/21/1999	Levi Strauss	CP0133462	2 Pair of Women's Pants	87.93	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Huber, Ginger	04/13/2000	Ranger Joes	CPO141745	Otter Boxes, Baja Bags, Flashlights, Waterproof Lights, Photon Lights,	1,520.71	Per Acting Director, he was not aware of these purchases and is unable to identify some of these items. However, they appear to be excessive purchases and not needed for the Department.	Various otter boxes in different colors and бага bags in different sizes	R. Harper/NA
Huber, Ginger	04/14/2000	Ranger Joes	CPO141748	Otter Boxes and Light Photons	68.95	Per Acting Director, he was not aware of these purchases and is unable to identify some of these items. However, they appear to be excessive purchases and not needed for the Department.	Otter boxes	NA
Huber, Ginger	05/05/2000	Ranger Joes	CPO143420	Otter Boxes	39.99	Per Acting Director, he was not aware of these purchases and is unable to identify some of these items. However, they appear to be excessive purchases and not needed for the Department.	NA	NA
Jackson, Tammy	04/26/2000	Lowe's	CPO142726	29x41 Traditional Mirror	95.36	Office Décor for employees is considered personal per Director of Purchasing.	Mirror	T. Jackson/ R. Harper by (TJ)
Wright, Terry	09/21/1999	JC Penney	CP0125581	Shirt	46.62	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing. These items were purchased by the Acting Director as a member of the IRT team. Per members of the IRT team, the former Director	NA	NA

implemented the "uniform".

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON WHY QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Wright, Terry	09/21/1999	JC Penney	CP0126489	Shirt	57.22	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing. These items were purchased by the Acting Director as a member of the IRT team. Per members of the IRT team, the former Director implemented the "uniform".	NA	NA
Total Questionable Credit Card Charges from July 1, 1998 to May 30, 2000					<u><b>\$ 27,809.70</b></u>			

North Carolina State University  
Department of Public Safety  
Small Purchases  
July 1, 1998 – June 30, 1999

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Harper, Ralph	06/18/98	Avnet	SO820299	Laptop computer	\$ 4,364.02	This is not a state contract vendor per Director of Purchasing.	NA	NA
Ennis, Lucie	06/23/98	Lucie Ennis	SO776687	1 pair of shoes and socks	45.52	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Uniform Shoes at Rack Room and socks (attached receipt from Rack Room)	L. Ennis/R. Harper
Butler, Joan	06/30/98	Joan Butler	SO779175	Reimbursement for pants	15.86	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	1 pair of uniform pants (attached copy of receipt purchased from Wal-Mart)	J. Butler/R. Harper
Unknown	07/09/98	Bev's Fine Art	SO765349	4 Certificates Framed	278.74	Employees are responsible for framing their own certificates per Director of Purchasing.	4 certificates framed for T. Wright, G. Huber, Deaton and Head purchased per Harper	L. Ennis for R. Harper/R. Harper
Pate, Brandi	07/09/98	Brandi Pate	SO779290	Reimbursement for shoes	39.19	Shoe purchases considered inappropriate per Director of Purchasing and Acting Director.	Attached receipt stating shoes purchased from Rack Room. Work shoes	B. Pate/B. Pate
Unknown	07/30/98	Bev's Fine Art	SO802322	Certificate framed	56.73	Employees are responsible for framing their own certificates per Director of Purchasing.	Certificate framed for M. Moody	G. Huber/R. Harper
Earo, Peggy	08/13/98	Peggy Earo	SO813349	56K Modem	137.79	Best Buys is not a state contract vendor.	56 K Fax/Modem	P. Earo/R. Harper
Harper, Ralph	08/14/98	Best Buy	SO806012	Digital CD Boombox	211.90	Per Acting Director this is not a necessary purchase.	Tape player purchased for Harper	L. Ennis for R. Harper/R. Harper
McRae, Leroy	08/31/98	Lowe's	SO812363	Deck screws and treated lumber	64.78	University would have provided this service and materials per Director of Purchasing.	Lumber for fence around picnic area.	L. McRae/T. Wright
Huber, Ginger	09/08/98	Lowe's	SO816168	Sprinkler, Shop Rags, Faucets, Brass	82.87	Items appeared to be personal per Director of Purchasing. The University	Hammock, brass planter, sprinkler, paper towels, nozzle	R. Harper/R. Harper

Planter

provides tools and rags.

thing

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Pate, Brandi	09/23/98	Brandi Pate	SO824316	Reimbursement for 2 pair of shoes for M. Widham and L. Brown	63.54	Shoe purchases considered inappropriate per Director of Purchasing and Acting Director.	Attached receipt shoes purchased from Rack Room	B. Pate/B. Pate
Pate, Brandi	09/23/98	Brandi Pate	SO823922	Reimbursement for 3 pair of pants	85.83	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Attached receipt purchased from Uptons. Work Pants	B. Pate/B. Pate
Unknown	09/25/98	Lands End	SO806919	26 Women's Shirts (logo applied)	770.00	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Shirts	NA/R. Harper
Unknown	09/28/98	Bev's Fine Art	SO818915	2 Certificates Framed	92.22	Employees are responsible for framing their own certificates per Director of Purchasing.	RAD Cert. Framed, Honorable Mention (Uniform) Cert,- Framed	G. Huber/ R. Harper
Unknown	10/02/98	Hill Company	SO809530	4 Trash Receptacles & 4 Ash Trays	992.00	These items are provided by NCSU per Director of Purchasing.	4 garbage cans, flat top lids & liners & 4 ash trays to match picnic area purchased for Harper	L. Ennis for R. Harper/R. Harper
Harper, Ralph	10/10/98	Galls, Inc.	SO831220	Leather Luster Kit, Kiwi gloss, Kiwi Spit Shine, Bates Border Patrol Boot	220.89	Per the Director of Purchasing this items is considered personal.	3 of each leather luster, parade gloss, 1 Western Boot Purchased for Harper	L. Ennis for R. Harper/R. Harper
Harper, Ralph	10/14/98	Galls, Inc.	SO842693	1 Brief Bag w/no personalization \$29.99 1- Hitman T-shirt \$18.99, 1- Hitman Ball cap \$19.99, Mammouth Mountain Pump \$27.99, Shooters Leather Belt \$24.99, Videoman Security System \$299.99, 5 Men's Dress Slacks @ \$25.99 ea., Navigator Jacket w/no embroidery \$74.99	626.79	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing. Per the Acting Director these items are not necessary purchases for the Department.	NA	NA
Unknown	10/19/98	Lands End	SO806924	21 Women's Shirts (logo applied)	638.20	Clothing purchases are considered an inappropriate purchase per Acting Director and	Shirts	L. Howell/NA

Director of Purchasing.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	10/27/98	Leonard Buildings and Truck Accessories	SO859417	Convincer 8x10	1,208.40	Per Director of Purchasing any structures purchased must be processed through the University's Purchasing Department.	NA	NA
Pate, Brandi	11/05/98	K-Mart	SO841792	Numerous Compact Disc and Christmas Decorations	307.47	Christmas decorations and CDs are considered personal per Director of Purchasing.	Christmas Decorations	B. Pate/?
Unknown	11/09/98	K-Mart	SO839231	Christmas Decorations	19.05	Christmas decorations and CDs are considered personal per Director of Purchasing.	Office Stuff	L. Brown/B. Pate
Unknown	11/21/98	K-Mart	SO839233	Christmas Decorations	95.89	Christmas decorations and CDs are considered personal per Director of Purchasing.	Christmas Stuff	B. Pate/B. Pate
Unknown	11/24/98	K-Mart	SO839236	CDs and Christmas Decorations	77.54	Christmas decorations and CDs are considered personal per Director of Purchasing.	NA	NA
Bell, Amos	12/04/98	Lowe's	SO839230	Lumber	71.19	University would have provided this service and materials per Director of Purchasing.	Wood supplies	L. Pulley/B. Pate
Unknown	12/13/98	K-Mart	SO839239	Planters	21.16	Considered personal per Director of Purchasing.	NA	NA
Harper, Ralph	01/05/99	Galls, Inc.	SO892005	3 Cotton Twill Shirts, 3 Mock Turtlenecks- No embroidery	119.94	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	01/14/99	Galls, Inc.	SO890198	2 Bodyguard T-shirts	45.97	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	2 T-shirts Purchased for Harper per L. Ennis	L. Ennis for R. Harper/R. Harper
Harper, Ralph	01/19/99	Galls, Inc.	SO870864	2 Mock turtleneck shirts, and 1 Vest- No embroidery	54.97	Clothing purchases are considered an inappropriate purchase per Acting Director and	NA	NA

Director of Purchasing.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	01/28/99	Professional Building & Maintenance	SO818911	Deck Improvements	565.12	University would have provided this service and materials per Director of Purchasing.	Repairs on Varsity Trailer Deck	L. Pulley/T. Wright
Unknown	02/09/99	Bev's Fine Art	SO892234	6 Certificates framed	343.81	Employees are responsible for framing their own certificates per Director of Purchasing.	Certificates for T. Jackson, G. Huber and 4- R. Harper	G. Huber/R. Harper
Unknown	02/11/99	Lands End	SO911171	3 Men's Shirts	115.44	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	02/12/99	Galls, Inc.	SO904549	1 Commando Sweater	43.49	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Ennis, Lucie	02/15/99	Lucie Ennis	SO010310	Tabletop Air Purifier	221.49	Item purchased for smokers considered personal per Director of Purchasing.	NA	NA
Ennis, Lucie	02/15/99	Lucie Ennis	SO915404	Tabletop Air Purifier	221.49	Item purchased for smokers considered personal per Director of Purchasing.	Memo attached stating: Ordered two air purifiers for the Director's Office per Harper and charged them to my American Express. Receipts states only one was purchased . No documentation stating two were purchased?	NA
Harper, Ralph	02/23/99	Lowe's	SO910312	Halogen Lights, deluxe worklight, various outdoor lights	231.14	University would have provided this service and materials per Director of Purchasing.		R. Harper/R. Harper
Huber, Ginger	02/24/99	Ginger Huber	SO911143	Reimbursement for pants to be hemmed	19.00	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Work pants hemmed	G. Huber/G. Huber
Pate, Brandi	02/27/99	Brandi Pate	SO915475	Reimbursement for clock purchased for office	5.29	Office décor is considered personal per Director of Purchasing.	Attached receipt purchase Factory Stores Outlet	NA

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Harper, Ralph	03/03/99	Galls, Inc.	SO916896	2 Tanto Boot Knives 16.99 ea., 20 in duffel bag \$24.99, 25 in duffel bag \$34.99, wheeled duffel bag \$59.99 , Rocky Waterproof Chuka Boot \$99.99, Rocky Crosstech Oxford Shoe \$114.99	308.94	Per Acting Director, he was not aware of these purchases and is unable to identify some of these items. However, they appear to be excessive purchases and not needed for the Department.	NA	NA
Jackson, Tammy	03/03/99	Tammy Jackson	SO915367	Reimbursement for running shoes for class	52.89	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Unknown	03/04/99	JC Penney	SO922121	Men's Dress shirts, belts, suspenders, men's neckwear	454.84	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Unknown	03/09/99	Bev's Fine Art	SO934580	Certificate framed	63.09	Employees are responsible for framing their own certificates per Director of Purchasing.	Certificate framed for J. Goodrow	G. Huber/R. Harper
Unknown	03/24/99	Mike's Custom Painting	SO936793	Repaint interior walls in training room (2 coats)	652.31	University would have provided this service and materials per Director of Purchasing.	paint training room	L. Ennis/R. Harper
Unknown	03/30/99	Hill Company	SO931862	4 Benches	1,951.28	These items are provided by NCSU per Director of Purchasing.	4 benches purchased for Harper	L. Ennis for R. Harper/R. Harper
Unknown	04/06/99	Lands End	SO940487	18 shirts and sweaters (logo applied)	638.40	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	04/14/99	Bonitz Contracting Company	SO903785	Installation of carpet	1,208.60	All carpeting must go through the NCSU Purchasing Department per the Director of Purchasing. The University can provide this service.	New Carpet for Training Room requested by Harper.	L. Ennis for R. Harper/R. Harper
Unknown	04/15/99	K-Mart	SO943481	Planters	34.96	Considered personal per	pottery, planter, soil, env's,	L. Ennis/NA



Director of Purchasing. cutlery, pots, batteries, plates

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	04/19/99	Lands End	SO950302	1 Women's shirt(logo applied)	28.80	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Harper, Ralph	04/20/99	Galls, Inc.	SO892240	2 Wool cap w/suede brim, 4 shirts blue crystal, 2 cotton sport shirts, 3 knit shirts, 1 herringbone polo shirt (no embroidery)	253.25	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	Shirts Bulbs for flashlights, Hats purchased for Harper per L. Ennis	L. Ennis for R. Harper/R. Harper
Unknown	04/22/99	Lands End	SO953073	1 Women's shirt(logo applied)	28.80	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Unknown	04/23/99	Lands End	SO953858	1 Men's Shirt	40.45	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Unknown	04/28/99	Leonard Buildings and Truck Accessories	SO958431	Carport	3,252.08	Per Director of Purchasing any structures purchased must be processed through the University's Purchasing Department.	carport with white siding	R. Bisbee/NA
Harper, Ralph	04/28/99	Lowe's	SO953071	Giant cord, Whitewash charcoal, fountain nozzle, circulation pump, sprayer, squirrel art, egg rock, marblerock, Cable ties and bath towels	420.99	Items appeared to be inappropriate per Director of Purchasing. The University provides landscaping services.	Towels, Bathroom, papertowels, picnic area items, extension cords, drop cloths, tie downs	L. Ennis/NA
Harper, Ralph	05/07/99	Galls, Inc.	SO977799	2 Black Sweaters	105.90	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
Unknown	05/11/99	K-mart	SO958741	Blower Vac and cord	81.60	University's Facilities Division could have provided this equipment per Director of Purchasing.	Blower for unit 5 clean out.	M. Allen/?

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Pate, Brandi	05/18/99	Brandi Pate	SO963493	Reimbursement for shoes purchased for a temporary employee (L. Brown)	26.47	Shoe purchases considered inappropriate per Director of Purchasing and Acting Director.	Attached receipt shoes purchased from Rack Room	NA
Harper, Ralph	05/18/99	Galls, Inc.	SO960902	13 Street pro gear bag, 2 Magnum Lite Garment Carrier	749.85	Per Acting Director, he was not aware of these purchases and is unable to identify some of these items. However, they appear to be excessive purchases and not needed for the Department.	Flashlight bulbs, storage bags, vest & carrying case, commander shirts & mock t-necks purchased for Harper per L. Ennis	L. Ennis for R. Harper/R. Harper
Harper, Ralph	05/18/99	Home Depot	SO977791	Numerous sandpaks, blades, halogen bulbs, sand disc, brasso, steel wool, rust remover, paint brushes, nozzles, dovetail saw, 42 pc.tool set, 7 pc. tool set, bucket, padlock, home pest, grips, wrench, anchor, sponges, hammer, grill brush, coarse screw, roll covers, EZ lights, Netted liners, knife, hammer rip, hose Y, Hose washers, garden hose, pencil, kneepad, hooks	478.76	Tools are provided by Facilities. Per Acting Director, former Director was not conducting any improvements to office, these items are not needed for the Department.	NA	NA
Unknown	05/18/99	Lowe's	SO958445	Refrigerator and microwave	291.96	Per Director of Purchasing refrigerators and microwave are not appropriate purchases.	Compac Refrigerator for satellite office and microwave oven	L. Pulley/R. Harper
Unknown	05/20/99	Bev's Fine Art	SO960899	3 Certificates framed \$122.00 & \$63.25	185.25	Employees are responsible for framing their own certificates per Director of Purchasing.	Certificate Framed	G. Huber/R. Harper
Unknown	05/24/99	Garden Imagery	SO841784	Landscape Break Area	1,346.67	NCSU provides landscaping services.	Picnic Area Landscaping	G. Huber/R. Harper
Unknown	06/04/99	JC Penney	SO797598	Men' Dress Shirts	84.91	Clothing purchases are considered an inappropriate purchase per Acting Director and	NA	NA

Director of Purchasing.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	06/04/99	Lowe's	SO958453	Power washer, wire brush and paint thinner	388.86	Per Director of Purchasing these items could have been provided by the University.	Pressure washer, wire brushes, paint thinner	D. Williams/?
Unknown	06/07/99	Lowe's	SO976007	24 rolls of shop towels	42.74	University provides these items per Director of Purchasing.	24 rolls of papertowels purchased for Harper	L. Ennis for R. Harper/R. Harper
Unknown	06/08/99	Audio Data Systems	SO979247	Computer Software	2,252.48	Computer software is provided by NCSU. This software enable the former Director to listen to personal calls via his computer. Per the Acting Director, there is no legitimate purpose for this purchase.	Add on Modules	P. Earo/ R. Harper
Unknown	06/08/99	Lowe's	SO976000	Magnavox TV/VCR and antenna	321.96	Lowe's is not a state contract vendor.	19' Color TV/VCR for Comm. Ctr.	KG/R. Harper
Unknown	06/10/99	Best Buys	SO958448	Unidentifiable	529.34	Can not read receipt. Best Buys is not a state contract vendor.	NA	NA
Unknown	06/18/99	Best Buys	SO986628	Unidentifiable	774.64	Can not read receipt. Best Buys is not a state contract vendor.	NA	NA
Unknown	06/18/99	Best Buys	SO985770	Unidentifiable	1,305.45	Can not read receipt. Best Buys is not a state contract vendor.	NA	NA
Unknown	06/18/99	K-Mart	SO986585	AM/FM Stereo \$24.99 2 Jewel Cases @\$4.99 ea.	34.97	Items considered personal per Director of Purchasing.	NA	NA
Unknown	06/21/99	Lowe's	SO980368	Various planters, potting soil, 2 drawer portable chest, cleaning supplies, birdhouse, boston fern , some items unidentifiable	379.63	Items appeared to be inappropriate per Director of Purchasing.	NA	NA
Harper, Ralph	06/25/99	Best Buy	SO776731	2 Windows Upgrade \$89.90 ea. Uninstaller software	243.57	NCSU provides software.	Windows 98 & Uninstaller Deluxe purchased for Harper	L. Ennis for R. Harper/R. Harper

<u>EMPLOYEE</u>	<u>TRANS/ PURCHASE DATE</u>	<u>VENDOR</u>	<u>CP#/PO#</u>	<u>DESCRIPTION</u>	<u>PRICE</u>	<u>REASON QUESTIONED</u>	<u>RESPONSE/REQUISITION</u>	<u>REQ/APP</u>
Harper, Ralph	08/27/99	Carolina Builders	SO753477	Install Fence	2,400.00	Any structural changes must go through Facilities per Director of Purchasing.	Build new fence to match existing picnic area- area extended & second storage area w/ fence top enclosure purchased for Harper	L. Ennis for R. Harper/R. Harper
Harper, Ralph	12/16/99	Galls, Inc.	SO892002	3 Cotton Twill Shirts 6 Mock Turtle necks, 4 inch Enforcer Boot	165.95	Clothing purchases are considered an inappropriate purchase per Acting Director and Director of Purchasing.	NA	NA
<b>TOTAL QUESTIONABLE SMALL PURCHASES 98/99</b>					<u><b>\$ 34,155.36</b></u>			

North Carolina State University  
Department of Public Safety  
Small Purchases  
July 1, 1999 – June 20, 2000

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Harper, Ralph	01/13/99	Bev's Fine Art	00394392	Cross-stitch framed 2 Prints Framed	\$ 735.11	Employees are responsible for framing their own certificates per Director of Purchasing.	3 Prints to be framed	R. Harper/R. Harper
Unknown	01/21/99	Lowe's	SO89010	Refrigerator	240.44	Per Director of Purchasing refrigerators are not an appropriate purchase.	Refrigerator	B. Pate/B. Pate
Pate, Brandi	05/18/99	Brandi Pate	0963493	Shoes purchased from Rack Room	26.47	Shoe purchases considered inappropriate per Director of Purchasing and Acting Director.	NA	NA
Harper, Ralph	06/21/99	Home Depot	00251144	3 Ceiling fans, mount pad, tools, assortment of bulbs, water fountain, riverrock batteries, dust mop, leaf shine, mop, water can, spikes, cleaners	934.11	Per Acting Director, ceiling fans are in the Department. However, they are not needed for the operations of the Department. Other items are not necessary purchases.	NA	NA
Harper, Ralph	07/27/99	Lowe's	00268005	Rug gripper, Bent trim scissors, tape rule, power tape, tile & grout cleaner, sandwich maker, tape measure, tile cleaner, rug and mat	177.78	Per the Director of Purchasing, some of these items are provided by the University. However, some appear personal in nature.	Rug, lubricant, mat, scissors, box cutter, tape measure, tile & grout cleaner	L. Ennis/NA
Unknown	07/27/99	Lowe's	00267993	Measure fee for Plantation Shutters	26.50	Per the Director of Purchasing all blinds purchased should be processed by the Purchasing Department.	Measure fee for shutters	L. Ennis/R. Harper
Harper, Ralph	07/28/99	Lowe's	00278805	Mobil tool box, pocket level, bis, twine, stainless steel tape, 2 rechargeable power nightlight, fan/light remote control, nails, storage hooks, various drill bits,	393.55	Per Director of Purchasing tools can be provided by the University.	Ceiling fan for Harper's office, low hanging rod, level, lights, nail finish, tape, drill, storage hooks, bits purchased for Harper	L. Ennis for R. Harper/R. Harper

anchors, ceiling fan

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	07/30/99	Bev's Fine Art	00275069	3 High School Diplomas Framed, Instructor Certificate framed, Army MP Certificate framed	302.63	Employees are responsible for framing their own certificates per Director of Purchasing.	5 certificates framed	L. Ennis/R. Harper
Harper, Ralph	08/04/99	Bev's Fine Art	00275075	2 Prints Framed	68.37	Employees are responsible for framing their own certificates per Director of Purchasing.	NA	NA
Unknown	09/08/99	Ameritrend Corp.	00319287	1 Fax Machine	1,802.00	Per Acting Director the Department already had two fax machines. This may be an excessive purchase.	Fax Machine	G. Huber/R. Harper
Ennis, Lucie	09/10/99	Lucie Ennis	00306846	Reimbursement for work shoes receipt from Rack Room	26.47	Shoe purchases considered inappropriate per Director of Purchasing and Acting Director.	Reimbursement for office uniform shoes	L. Ennis/NA
Unknown	09/11/99	Lowe's	00279966	Plantation Shutters	913.72	Per the Director of Purchasing all blinds purchased should be processed by the Purchasing Department.	NA	NA
Moody, Martin	09/30/99	Bev's Fine Art	00320753	Certificate framed for M. Moody	88.25	Employees are responsible for framing their own certificates per Director of Purchasing.	Certificate framed for Moody	M. Moody/NA
Harper, Ralph	10/14/99	Lucie Ennis	00337145	4 Multipurpose, 1 Stealth Pac, Redwood (Lefty)	562.00	Reimbursement for leather products purchased for former Director. Female Detective and former Director only employees received leather items per Acting Director.	Reimbursement for Coronado Leather Products, wouldn't take visa	L. Ennis/R. Harper
Unknown	10/18/99	Bonitz Contracting Company	00335177	Carpet	4,661.99	Per Director of Purchasing all carpet purchases must be processed through the Purchasing Department. The University provides this service.	NA	NA
Unknown	10/21/99	Gall's	00350844	(2) inch solid webbing	53.98	Per Acting Director this is	NA	NA

\$53.98,

not a necessary purchase.

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	10/27/99	Lucie Ennis	00342109	Reimbursement for 2 top lady mini	178.00	Reimbursement for leather goods purchased for female detective. According to Acting Director, no other detectives received these items.	Reimbursement for backordered leather products	L. Ennis for R. Harper/R. Harper
Harper, Ralph	10/28/99	Lowe's	00342637	Professional sponge mop, bath towels, robe hooks, tile grout sponges, duster, solid brass lamp with scroll, glade freshener, floor shine and hardener, mop refill, tile grout cleaner, bulbs, bathroom supplies- towel holders and rings	362.99	Per the Director of Purchasing, cleaning products can be obtained by Housekeeping, other items are considered personal.	NA	NA
R. Harper/T. Wright	10/29/99	JC Penney	00348788	2 Men's Shoes	285.14	Shoe purchases considered inappropriate per Director of Purchasing and Acting Director.	2 pair of oxford shoes for T. Wright and R. Harper	L. Ennis for T. Wright & R. Harper/R. Harper
Harper, Ralph	11/02/99	Ginger Huber	00345068	4 pillows purchased from Target	35.57	Per the Director of Purchasing, office décor purchases are considered personal.	Pillows for loveseats request by Harper	R. Harper/R. Harper
Harper, Ralph	11/16/99	Bev's Fine Art	00353024	Landscape Framed, Easel	241.68	Employees are responsible for framing their own certificates per Director of Purchasing.	Easel f/plaque, reframe print	R. Harper/R. Harper
Harper, Ralph	11/29/99	Lowe's	00359858	Hex key set, Wood screws, picture hanger, bits,(2) screwdriver set/kit, various small tools, Cordless drill w/flashlight, home workshop gift set, tape, spray paint, misc. small building supplies	384.27	Per the Director of Purchasing, these items are provided by the University.	NA	NA
Unknown	11/30/99	Lucie Ennis	00389026	AM Antenna	62.90	According to Acting Director, he has not seen	Reimbursement for Antenna	L. Ennis/?

this item and is not aware of the purpose for the purchase. order would not take Visa Card

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	12/06/99	Ginger Huber	00366301	Throw pillows and office decorations	46.63	Per the Director of Purchasing, office décor purchases are considered personal.	Sheets and pillows for Harper's office	R. Harper/R. Harper
Harper, Ralph	12/06/99	Lucie Ennis	00377518	Leather Jacket	440.00	Reimbursement for leather jacket purchased for the former Director.	Reimbursement for coat requested by R. Harper	L. Ennis for R. Harper/L. Ennis
Harper, Ralph	12/17/99	S&S Contracting	00377486	Install Cabinetry in Director's office, 2 cherry base cabinets w/locking drawers, 1 cherry base cabinet w/adjustable shelves, 1 cherry countertop-invoice submitted by Walton Cabinet Company	3,450.00	Per the Director of Purchasing, the cabinet work performed in the former Director's office should have been done by Facilities or processed through the Purchasing department and placed out for bid.	NA	NA
Harper, Ralph	12/23/99	Walton Cabinet Company	00377018	2 cherry upper cabinets and crown molding, 1 cherry upper cabinet w doors and crown molding	4,544.00	Per the Director of Purchasing, the cabinet work performed in the former Director's office should have been done by Facilities or processed through the Purchasing department and placed out for bid.	NA	NA
Unknown	01/18/00	Lowe's	00394232	Paint and supplies	109.88	Per the Director of Purchasing, these items are provided by the University.	8 gallons of white for squad & locker room	M. Allen/R. Harper
Harper, Ralph	01/18/00	Lowe's	00397307	Cooler w/wheels, thermometer, light bulbs, padlocks, men's gloves, digital indr/otdr therm/humidity, totelocker, mini chest, snapcase, gallon pail, cleaning supplies	232.37	Per Director of Purchasing tools can be provided by the University. Per Acting Director these items are not necessary for the Department.	NA	NA
Harper, Ralph	01/19/00	Lowe's	00412439	Home/Office safe	201.37	Lowe's is not a state contract vendor.	Safe	R. Harper/R. Harper



EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Harper, Ralph	02/21/00	Walton Cabinet Company	00427194	Repair and refinish walnut finish executive desk : Remove existing top and replace with new laminated top /matching wood edge, strip the old finish from the desk and refinish in a reddish color that will match the office décor, repair damaged wood edges and trim	1,462.00	Per the Director of Purchasing, the cabinet work performed in the former Director's office should have been done by Facilities or processed through the Purchasing department and placed out for bid.	NA	NA
Unknown	03/09/00	Southern Class Cleaners	00437624	Carpet Cleaning	450.00	Per Director of Purchasing, the University provides this service.	Carpet Cleaning Downstairs	L. Ennis/R. Harper
Moody, Martin	04/05/00	Bev's Fine Art	00460655	Certificate framed for M. Moody	62.99	Employees are responsible for framing their own certificates per Director of Purchasing.	Certificate framed for Moody	M. Moody/R. Harper
Unknown	04/07/00	Southern Class Cleaners	00460358	Carpet Cleaning	405.00	Per Director of Purchasing, the University provides this service.	Carpet cleaning at the trailer at Varsity	L. Ennis/R. Harper
Unknown	04/14/00	Lowe's	00466908	Measuring fee for plantation shutters	25.00	Per the Director of Purchasing all blinds purchased should be processed by the Purchasing Department.	Measurements/ estimation for plantation shutter in old CPO office	L. Ennis for R. Harper/R. Harper
Unknown	04/19/00	Lowe's	00469718	Cabinets	1,153.07	Per the Director of Purchasing, the University should have provided this service.	NA	NA
Unknown	04/19/00	Lowe's	00469644	Installation/ Measuring fee for cabinets	701.87	Per the Director of Purchasing, the University should have provided this service.	Cabinets	K. Hawkins/T. Wright
Jackson, Tammy	04/26/00	Lowe's	00473847	Plantation Shutters	920.08	Per the Director of Purchasing all blinds purchased should be processed by the Purchasing Department.	Plantation Shutters	L. Ennis/R. Harper

EMPLOYEE	TRANS/ PURCHASE DATE	VENDOR	CP#/PO#	DESCRIPTION	PRICE	REASON QUESTIONED	RESPONSE/REQUISITION	REQ/APP
Unknown	05/31/00	Bonitz Contracting Company	0049489	Carpet	932.47	Per Director of Purchasing all carpet purchases must be processed through the Purchasing Department. The University provides this service.	New carpet in old CPO office and time clock area	L. Ennis for T. Jackson/R. Harper
<b>TOTAL QUESTIONABLE PURCHASES 99/00</b>						<b>\$27,700.65</b>		
<b>TOTAL QUESTIONABLE SMALL PURCHASES FY 98/99 AND 99/00</b>						<b>\$61,856.01</b>		
<b>TOTAL QUESTIONABLE PURCHASE CARD PURCHASES JULY 01, 1998-MAY 31, 2000</b>						<b>\$27,809.70</b>		
<b>TOTAL QUESTIONABLE PURCHASES FY 98/99 AND 99/00</b>						<b>\$89,665.71</b>		

NOTE: This schedule may contain purchases that were returned or exchanged.  
Additionally, due to the excessive amount of purchases we were unable to identify the items that  
were deemed inappropriate by the University and other schedules.  
Therefore, some items may be included in Finding 1 and 2.

Legend

NA - no requisition completed

## SCHEDULE 2

### North Carolina State University Department of Public Safety Mileage for Crown Victoria July 1, 1998 – March 31, 2000

<u>MONTH</u>	<u>MILEAGE</u>	<u>RATE PER MILE</u>	<u>MILEAGE COST</u>	<u>MINIMUM MONTHLY RENTAL FEE</u>	<u>CHARGE FOR THE MONTH*</u>	<u>ACCUMULATED COST</u>
Jul-98	100	\$ 0.31	\$ 31.00	\$ 0.00	\$ 31.00	\$ 31.00
Aug-98	1066	0.31	330.46	0.00	330.46	361.46
Sep-98	499	0.31	154.69	325.50	325.50	686.96
Oct-98	1179	0.31	365.49	325.50	365.49	1,052.45
Nov-98	1340	0.31	415.40	325.50	415.40	1,467.85
Dec-98	204	0.31	63.24	325.50	325.50	1,793.35
Jan-99	226	0.31	70.06	325.50	325.50	2,118.85
Feb-99	1224	0.31	379.44	325.50	379.44	2,498.29
Mar-99	360	0.31	111.60	325.50	325.50	2,823.79
Apr-99	1528	0.31	473.68	325.50	473.68	3,297.47
May-99	142	0.31	44.02	325.50	325.50	3,622.97
Jun-99	373	0.31	115.63	325.50	325.50	3,948.47
Jul-99	502	0.31	155.62	325.50	325.50	4,273.97
Aug-99	1089	0.31	337.59	325.50	337.59	4,611.56
Sep-99	1193	0.31	369.83	325.50	369.83	4,981.39
Oct-99	1222	0.31	378.82	325.50	378.82	5,360.21
Nov-99	1073	0.31	332.63	325.50	332.63	5,692.84
Dec-99	1097	0.31	340.07	325.50	340.07	6,032.91
Jan-00	538	0.31	166.78	325.50	325.50	6,358.41
Feb-00	31	0.31	9.61	325.50	325.50	6,683.91
Mar-00	117	0.31	36.27	325.50	325.50	7,009.41

**\*Note - Prior to September 1998, actual monthly mileage was charged in accordance with Motor Fleet Management Regulations.**

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# SCHEDULE 3

## North Carolina State University Department of Public Safety Vehicle Cleaning Expense June 1, 1998 – June 30, 2000

DATE	VEHICLE	COST	VENDOR	PURCHASE ORDER
06/24/1998	Chief's Dodge Truck	\$ 250.00	Beverly Hills Detail	Yes
07/08/1998	Department-owned Investigations Truck	22.00	Express Wash	Yes
07/15/1998	Public Safety Vehicles	405.00	Auto Butler	Yes
08/14/1998	Chief's Dodge Truck	225.00	Beverly Hills Detail	Yes
10/04/1998	Chief's Dodge Truck	250.00	Beverly Hills Detail	No
10/30/1998	Department-Owned Vehicle	15.00	Reimburse employee	No
05/14/1999	Chief's Crown Victoria (MFM) and Dodge Truck	255.00	Detail Perfection	Yes
06/23/1999	Chief's Dodge Truck	35.00	Detail Perfection	Yes
06/24/1999	Chief's Crown Victoria (MFM)	25.00	Detail Perfection	Yes
07/19/1999	Chief's Dodge Truck	35.00	Detail Perfection	Yes
07/22/1999	Crime Prevention Truck	35.00	Detail Perfection	Yes
08/19/1999	Chief's Dodge Truck	150.00	Detail Perfection	No
09/01/1999	Chief's Crown Victoria (MFM)	25.00	Detail Perfection	No
12/21/1999	Chief's Crown Victoria	100.00	Detail Perfection	Yes
03/07/2000	Chief's Crown Victoria (MFM)	90.00	Detail Perfection	Yes
04/12/2000	MFM Vehicles (PN-7315, PN-2271, PM -1221)	300.00	Mobile Cleaning Machine Inc.	No
04/17/2000	Patrol Operations Vehicle (61107)	100.00	Mobile Cleaning Machine Inc.	Yes
04/20/2000	Patrol Operations Cars (82073, 71300, 82075)	300.00	Mobile Cleaning Machine Inc.	Yes
04/24/2000	Patrol Operations Cars (61803, PN-3623, 82074)	300.00	Mobile Cleaning Machine Inc.	Yes
04/26/2000	Patrol Operations Cars (91884, PN-3624, PR-8688, 71308)	400.00	Mobile Cleaning Machine Inc.	Yes
05/02/2000	Patrol Operations Vehicle (71082)	100.00	Mobile Cleaning Machine Inc.	Yes
<b>Total</b>		<b><u>\$ 3,417.00</u></b>		
<b>Total for Chief's Vehicle</b>		<b><u>\$ 1,540.00</u></b>		

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**SCHEDULE 4**

**North Carolina State University  
Department of Public Safety  
Fuel Purchases from Commercial Vendors  
June 1, 1998 – June 30, 2000**

<b>INVOICE DATE</b>	<b>VENDOR</b>	<b>LOCATION</b>	<b>AMOUNT BILLED FOR FUEL</b>
06/26/1998	BP Oil	Raleigh, NC	\$ 17.68
08/27/1998	BP Oil	Apex, NC	10.95
08/27/1998	BP Oil	Asheboro, NC	10.00
09/28/1998	BP Oil	Raleigh, NC	14.50
10/05/1998	Reimburse Chief	Thomasville, NC	13.40
11/13/1998	Reimburse Employee	Morganton, NC	10.00
12/03/1998	Reimburse Employee	Hendersonville, NC	13.50
01/26/1999	Amoco Oil	Cary, NC	15.41
02/01/1999	Texaco	Lumberton, NC	12.70
03/01/1999	Texaco	Hickory, NC	21.25
03/29/1999	BP Oil	Raleigh, NC	19.77
04/06/1999	Phillips 66	Raleigh, NC	14.35
04/06/1999	Phillips 66	Raleigh, NC	29.50
04/06/1999	Reimburse Employee	Arden, NC	13.00
05/24/1999	Phillips 66	Raleigh, NC	13.10
05/24/1999	Phillips 66	Raleigh, NC	20.01
05/24/1999	Phillips 66	Raleigh, NC	26.00
06/12/1999	Reimburse Employee	Franklin, NC	20.00
08/02/1999	Phillips 66	Raleigh, NC	39.50
08/23/1999	Phillips 66	Raleigh, NC	23.00
10/22/1999	Phillips 66	Raleigh, NC	35.90
10/22/1999	Phillips 66	Raleigh, NC	18.03
10/22/1999	Phillips 66	Raleigh, NC	17.30
11/01/1999	Texaco	Monroe, NC	19.07
11/22/1999	Phillips 66	Raleigh, NC	33.50
12/22/1999	Phillips 66	Raleigh, NC	36.50
01/21/2000	Phillips 66	Raleigh, NC	33.25
01/21/2000	Phillips 66	Raleigh, NC	20.00
01/27/2000	Fast Fare	Raleigh, NC	28.00
02/22/2000	Phillips 66	Raleigh, NC	11.00
03/01/2000	Texaco	Fayetteville, NC	12.15
03/22/2000	Phillips 66	Raleigh, NC	16.50
03/22/2000	Phillips 66	Raleigh, NC	33.00
03/22/2000	Phillips 66	Raleigh, NC	30.79
05/22/2000	Phillips 66	Raleigh, NC	92.95
<b>TOTAL</b>			<b>\$ 795.56</b>

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**SCHEDULE 5**

**North Carolina State University  
Department of Public Safety  
Payments to Communication Specialists  
July 1, 1998 – June 30, 2000**

<b>CHECK DATE</b>	<b>CHECK NUMBER</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
8/20/98	787504	Communication Specialists	\$ 16.96	Mic Cord
8/20/98	7875046	Communication Specialists	139.57	Equipment in T. Wright's vehicle
8/25/98	788971	Communication Specialists	4,606.12	Equipment for 82083
8/25/98	788971	Communication Specialists	4,704.28	Equipment for 82075
8/25/98	788971	Communication Specialists	1,507.54	Equipment for unit 99
10/01/98	806110	Communication Specialists	120.84	Battery and adapter
10/01/98	806110	Communication Specialists	198.22	Ericsson AH630 Transceiver
10/12/98	810228	Communication Specialists	31.80	Modem Cable
11/09/98	822964	Communication Specialists	180.20	Speaker Mic
11/18/98	828763	Communication Specialists	4,346.00	Data radio modems
12/09/98	837154	Communication Specialists	159.00	Batteries
12/11/98	838905	Communication Specialists	2,438.00	Mobile Radios
01/19/99	853676	Communication Specialists	3,922.00	Radios for ATV's
03/08/99	876159	Communication Specialists	15.90	Cellular battery
03/08/99	876159	Communication Specialists	174.90	Batteries
03/10/99	878389	Communication Specialists	1,619.68	Batteries
03/10/99	878389	Communication Specialists	1,378.00	Kenwood VC-H1
04/01/99	889089	Communication Specialists	1,187.20	Radios
04/01/99	889089	Communication Specialists	2,374.40	Radios
04/01/99	889089	Communication Specialists	4,960.80	Radios
04/13/99	893816	Communication Specialists	4,748.80	Radios
04/15/99	895198	Communication Specialists	1,600.60	Batteries
05/12/99	909026	Communication Specialists	127.60	Headset
05/17/99	912011	Communication Specialists	1,590.00	Kenwood batteries
05/17/99	912011	Communication Specialists	758.96	CB radio and scanner
06/03/99	921555	Communication Specialists	4,340.70	Radios
06/03/99	921555	Communication Specialists	4,960.80	Radios
06/03/99	921555	Communication Specialists	1,113.00	Batteries
06/03/99	921555	Communication Specialists	805.60	Radios
06/09/99	925031	Communication Specialists	4,213.50	Radios
06/09/99	925031	Communication Specialists	4,213.50	Radios
06/23/99	936098	Communication Specialists	3,498.00	Digital camera
06/23/99	936098	Communication Specialists	468.90	Hook up satellite dish
06/23/99	935222	Communication Specialists	901.00	Speaker mics
06/23/99	936098	Communication Specialists	805.60	Radios

<b>CHECK DATE</b>	<b>CHECK NUMBER</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
06/23/99	935222	Communication Specialists	44.52	AC Charger
06/23/99	935222	Communication Specialists	1,821.44	Install equipment
<b>Total Equipment July 1, 1998 June 30, 1999</b>			<u>\$ 70,093.53</u>	
08/11/99	2005730	Communication Specialists	\$ 8.48	Belt clip
11/19/99	2055037	Communication Specialists	477.00	Radio batteries
11/23/99	2056087	Communication Specialists	55.12	Cellular batteries
03/10/00	2100733	Communication Specialists	63.60	Kenwood Mic
05/12/00	2132619	Communication Specialists	3,863.70	Radios
05/12/00	2132619	Communication Specialists	2,480.40	Radios
05/22/00	2136688	Communication Specialists	3,943.20	Speakermics
06/26/00	2153993	Communication Specialists	1,908.00	Radio batteries
06/26/00	2153993	Communication Specialists	2,480.40	Radios
<b>Total Equipment July 1, 1999 – June 30, 2000</b>			<u>\$ 15,279.90</u>	
<b>Total Equipment July 1, 1998 – June 30, 2000</b>			<u>\$ 85,373.43</u>	
07/13/98	768449	Communication Specialists	\$ 108.00	Exchange cellphone
07/13/98	768449	Communication Specialists	67.59	Repair strobes in 301 and 309
07/13/98	768449	Communication Specialists	51.44	Repair radio in 308
08/03/98	778660	Communication Specialists	160.00	Remove equipment from Mike Allen's vehicle
08/03/98	778660	Communication Specialists	196.38	Repair Kenwood 31100403
08/03/98	778660	Communication Specialists	33.00	Repair Kenwood 31100235
08/03/98	778660	Communication Specialists	105.34	Repair Kenwood 30600368
08/03/98	778660	Communication Specialists	34.33	Repair Kenwood 31100405
08/03/98	778660	Communication Specialists	16.50	Repair computer mount in 301
08/03/98	778660	Communication Specialists	106.00	Repair console one
08/03/98	778660	Communication Specialists	16.50	Remount MVR display
08/03/98	778660	Communication Specialists	165.00	Remove equipment from 61079
08/03/98	778660	Communication Specialists	115.00	Remove Equipment from 101's vehicle
08/05/98	780460	Communication Specialists	270.00	Remove equipment from 306
08/05/98	780460	Communication Specialists	350.36	Install equipment in station wagon
08/05/98	780460	Communication Specialists	270.00	Remove equipment from 303
08/05/98	780460	Communication Specialists	2,789.97	Install equipment in 101's vehicle
08/05/98	780460	Communication Specialists	1,065.47	Install equipment in M. Allen's vehicle
08/05/98	780460	Communication Specialists	1,192.51	Install equipment in AD's vehicle
08/05/98	780460	Communication Specialists	728.12	Install equipment in 303
08/05/98	780460	Communication Specialists	687.52	Install equipment in 61079
08/07/98	781548	Communication Specialists	54.20	Replace radio mount

CHECK DATE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
08/13/98	783995	Communication Specialists	4,663.12	Install equipment in vehicle
08/20/98	787504	Communication Specialists	200.00	Exchange phones
08/20/98	787504	Communication Specialists	20.00	Install blue light
08/20/98	787504	Communication Specialists	18.09	Repair console in 305
08/20/98	787504	Communication Specialists	148.70	Repair 307, 310
08/20/98	787504	Communication Specialists	33.00	Repair console in 302
08/25/98	788971	Communication Specialists	585.00	Install equipment in 82075
08/25/98	788971	Communication Specialists	605.00	Install equipment in vehicle
08/25/98	788971	Communication Specialists	578.90	Install wig-wags
09/14/98	796699	Communication Specialists	45.00	Install flashlight mounts
09/14/98	796699	Communication Specialists	33.00	Repair strobe power supply
09/14/98	796699	Communication Specialists	33.00	Repair startguard in 302
09/16/98	798427	Communication Specialists	225.00	Install maplights in vehicles
09/16/98	798427	Communication Specialists	1,356.80	Install modem in R. Smith's vehicle
10/01/98	806110	Communication Specialists	33.00	Repair 305
10/01/98	806110	Communication Specialists	193.40	Install startguard in 308
10/05/98	807768	Communication Specialists	74.48	Repair radios
10/12/98	810228	Communication Specialists	99.00	Install radar units
10/12/98	810228	Communication Specialists	33.00	Repair startguard in 307
10/12/98	810228	Communication Specialists	33.00	Repair radio mount in 501
11/04/98	821341	Communication Specialists	16.50	Repair van
11/04/98	821341	Communication Specialists	64.80	Repair Kenwood radio
11/04/98	821341	Communication Specialists	17.56	Repair fuse in vehicle
11/04/98	821341	Communication Specialists	33.00	Repair vehicle
11/04/98	821341	Communication Specialists	66.00	Repair ATV
11/09/98	822964	Communication Specialists	66.00	Repair radios
11/09/98	822964	Communication Specialists	132.00	Repair radios for SPOS
11/24/98	831536	Communication Specialists	16.50	Repair 301
11/24/98	831536	Communication Specialists	48.30	Repair Mic
11/24/98	831536	Communication Specialists	33.00	Repair 319
11/24/98	831536	Communication Specialists	66.00	Repair radar unit
12/09/98	837154	Communication Specialists	140.00	Repair 302 MVR
12/09/98	837154	Communication Specialists	91.00	Repair repeater
12/11/98	838905	Communication Specialists	1,351.38	Install equipment
12/11/98	838905	Communication Specialists	1,351.38	Repair ATV's
01/04/99	846611	Communication Specialists	47.58	Repair blue lights
01/04/99	846611	Communication Specialists	33.00	Repair computer mount in 301
01/04/99	846611	Communication Specialists	162.00	Repair state one

01/06/99	847901	Communication Specialists	627.90	Install Equipment
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CHECK DATE	CHECK NUMBER	PAYEE	AMOUNT	DESCRIPTION
01/13/99	850969	Communication Specialists	163.80	Repair radios and sirens
01/13/99	850969	Communication Specialists	99.00	Repair SPO radios
01/13/99	850969	Communication Specialists	41.48	Repair lightbar
01/19/99	853676	Communication Specialists	650.30	Repair radio consoles
01/19/99	853676	Communication Specialists	275.00	Repair TEAC CR-320
02/01/99	858459	Communication Specialists	35.00	Repair grill light
02/08/99	862020	Communication Specialists	1,486.60	Install equipment in fire protection dodge
02/15/99	865488	Communication Specialists	180.00	Install camera system
02/15/99	866342	Communication Specialists	331.90	Install radios in ATV's
02/15/99	871450	Communication Specialists	51.96	Install pigtails
02/15/99	865488	Communication Specialists	76.36	Rewire radio
03/08/99	876159	Communication Specialists	140.00	Repair radios
03/08/99	876159	Communication Specialists	109.34	Repair radio
03/08/99	876159	Communication Specialists	66.80	Repair radio
03/08/99	876954	Communication Specialists	913.52	Install equipment
04/01/99	889089	Communication Specialists	100.00	Move radar
04/01/99	889089	Communication Specialists	80.99	Install antenna
04/01/99	889089	Communication Specialists	17.50	Adjust lights
04/01/99	889089	Communication Specialists	202.04	Install radio
04/01/99	888089	Communication Specialists	259.80	Install pigtails
04/13/99	893153	Communication Specialists	95.00	Repair state one
04/13/99	893153	Communication Specialists	35.00	Repair radio
04/13/99	893153	Communication Specialists	179.24	Repair radios
04/13/99	893153	Communication Specialists	70.00	Repair strobe
04/22/99	898212	Communication Specialists	41.36	Repair 300
05/12/99	909026	Communication Specialists	35.00	Remount MVR
05/12/99	909026	Communication Specialists	35.00	Repair 311
05/12/99	909026	Communication Specialists	35.00	Repair vehicle
05/27/99	917635	Communication Specialists	42.42	Repair 302
05/27/99	917635	Communication Specialists	35.00	Repair Siren in 306
05/27/99	917635	Communication Specialists	35.12	Repair 309
06/09/99	925031	Communication Specialists	70.00	Repair wigwag 309
06/09/99	925031	Communication Specialists	31.80	Repair radio
06/09/99	925031	Communication Specialists	26.50	Repair radio
06/09/99	925031	Communication Specialists	70.00	Repair equipment in 308
06/09/99	920531	Communication Specialists	1,960.87	Remove and install equipment
06/09/99	925031	Communication Specialists	3,115.80	Remove and install equipment
06/23/99	936098	Communication Specialists	1,463.32	Remove and install equipment

<b>CHECK DATE</b>	<b>CHECK NUMBER</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
06/23/99	935222	Communication Specialists	35.00	Repair laptop mount
06/23/99	935222	Communication Specialists	40.30	Repair MVR display
06/23/99	936098	Communication Specialists	1,794.64	Remove and install equipment
06/23/99	936098	Communication Specialists	<u>1,625.28</u>	Switch out equipment
<b>Total Repairs and Service July 1, 1998 – June 30, 1999</b>			<u>\$ 38,110.66</u>	
08/11/99	20005730	Communication Specialists	35.00	Radar in 310
08/11/99	20005730	Communication Specialists	35.00	Radar in 308
08/11/99	20005730	Communication Specialists	92.70	Scanner, T-Bird
08/11/99	2005730	Communication Specialist	31.80	Mic - 304
08/11/99	2005730	Communication Specialists	17.50	Change strobe
08/11/99	2005730	Communication Specialists	49.30	Repair radio - 305
08/11/99	2005730	Communication Specialists	63.62	Repair radio
08/20/99	2011332	Communication Specialists	1,814.26	Install equipment in MC
08/23/99	2012085	Communication Specialists	394.25	Replace camera block – 306
09/01/99	874478	Communication Specialists	103.71	Repair computer mount
09/20/99	2025249	Communication Specialists	35.00	Remount data radio
09/20/99	2025249	Communication Specialists	39.81	Repair radio
09/20/99	2025249	Communication Specialists	17.50	Repair modem
10/22/99	2042675	Communication Specialists	165.00	State one down
10/22/99	2042675	Communication Specialists	230.00	Repair base station
10/22/99	2042675	Communication Specialists	60.00	Repair base station
10/22/99	2042675	Communication Specialists	123.55	Repair siren
11/19/99	2055037	Communication Specialists	70.00	Repair siren
11/19/99	2055037	Communication Specialists	36.06	Fuse in 305
11/23/99	2056087	Communication Specialists	1,560.00	Reprogram radio
11/23/99	2056087	Communication Specialists	45.07	Repair startguard in 304
11/23/99	2056087	Communication Specialists	43.48	Repair adapter
12/17/99	2066506	Communication Specialists	121.94	Install upgrade kit
12/17/99	2060506	Communication Specialists	95.00	Console down
12/17/99	2066506	Communication Specialists	43.48	Light bar repair
01/12/00	2074587	Communication Specialists	36.06	Repair radio
01/12/00	2074587	Communication Specialists	24.91	Repair antenna coil
02/01/00	2079292	Communication Specialists	225.90	Repair radios
02/02/00	2080115	Communication Specialists	4,576.66	Install equipment in 312
02/16/00	2088076	Communication Specialists	85.90	Replace circuit breaker
02/16/00	2088076	Communication Specialists	37.11	Repair Kenwood Antenna
03/10/00	2100733	Communication Specialists	17.50	Remount camera

03/10/00	2100733	Communication Specialists	142.88	Repair 309
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<b>CHECK DATE</b>	<b>CHECK NUMBER</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
03/17/00	2105066	Communication Specialists	860.24	Prepare vehicle
03/17/00	2105066	Communication Specialists	336.02	Update vehicle
03/17/00	2105066	Communication Specialists	569.99	Set up vehicle
03/17/00	2105066	Communication Specialists	356.80	Install equipment
03/23/00	2107690	Communication Specialists	140.00	Repair TEAC recorder
04/10/00	2115801	Communication Specialists	35.00	Radio repair
04/10/00	2115801	Communication Specialists	114.50	Radio repair
04/10/00	2115801	Communication Specialists	35.00	Radio repair
04/10/00	2115801	Communication Specialists	70.00	Radio repair
04/24/00	2122002	Communication Specialists	55.00	Repair state 5
05/08/00	2128910	Communication Specialists	72.86	Radio repair
05/08/00	2128910	Communication Specialist	130.00	Repair State 7
05/08/00	2128910	Communication Specialists	195.49	Repair radio
05/12/00	2132619	Communication Specialists	310.00	Remove equipment
05/12/00	2132619	Communication Specialists	966.80	Radio repair
05/22/00	2136688	Communication Specialists	21.20	Replace Mic cable
06/07/00	2146063	Communication Specialists	66.80	Repair strobe
06/07/00	2146063	Communication Specialists	35.00	Repair strobe
06/07/00	2146063	Communication Specialists	109.20	Startguard - 308
06/26/00	2153993	Communication Specialists	1,299.06	Install equipment in 307
<b>Total Repairs and Service July 1, 1999 – June 30, 2000</b>			<u>\$ 16,248.91</u>	
<b>Total Repairs and Service July 1, 1998 – June 30, 2000</b>			<u>\$ 54,359.57</u>	
<b>Total Equipment July 1, 1998 – June 30, 1999</b>			\$ 85,373.43	
<b>Total Repairs and Service July 1, 1998 – June 30, 2000</b>			<u>54,359.57</u>	
<b>Total Payments to Communication Specialists July 1, 1998 – June 30, 2000</b>			<u>\$ 139,733.00</u>	















PHOTO DISPLAY 4



*Response from the Chancellor of  
North Carolina State University*

North Carolina State University is a land-  
grant university and a constituent institution  
of The University of North Carolina

**Office of the Chancellor**  
Box 7001 / A Holladay Hall  
Raleigh, North Carolina 27695-7001

**NC STATE UNIVERSITY**

919.515.2191 (phone)  
919.831.3545 (fax)

September 29, 2000

Mr. Ralph Campbell, Jr.  
State Auditor  
State of North Carolina  
Office of the State Auditor  
2 South Salisbury Street  
Raleigh, North Carolina 27699-0601

Dear Mr. Campbell:

Thank you for your prompt response to Vice Chancellor Worsley's June 22, 2000 request for a special audit of NC State University's Public Safety Department. It is clear after reviewing the draft of findings and recommendations that your staff conducted the audit in a highly professional manner.

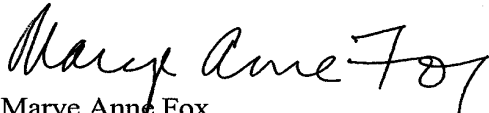
We at NC State University take very seriously our responsibility to expend appropriated funds in an appropriate and efficient manner. We concur with your findings and pledge to promptly implement your recommendations. I also intend to ask for an outside assessment of Public Safety program operations by a group with expertise in evaluating policing policies and practices. Also, the Internal Audit Department is reviewing the University's procedures for the use of the procurement card and will plan a subsequent review of the small purchase process.

The Board of Governors at its August 11, 2000 meeting developed additional procedures to ensure accountability in the use of vacant position funds. We have responded by requiring each Vice Chancellor to develop and submit to me fiscal year plans for the use of lapsed salaries. In addition, I now require a quarterly report indicating the progress in achieving those plans.

We will request the SBI to review the items in the audit to determine if there are violations of Federal and State Statutes. Also, we will inform University staff that the State Auditor's hotline is available to report misuse of property or state funds.

We appreciate your assistance and cooperation in this matter.

Sincerely,



Marye Anne Fox  
Chancellor

cc: Ms. Mary Elizabeth Kurz, Vice Chancellor and General Counsel  
Mr. George Worsley, Vice Chancellor for Finance and Business  
Mr. David Rainer, Assoc. Vice Chancellor for Environmental Health & Public Safety  
Ms. Ericka Kranitz, Internal Audit Director

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In accordance with G.S. §147-64.5 and G.S. §147-64.6(c)(14), copies of this report have been distributed to the public officials listed below. Additional copies are provided to other legislators, state officials, the press, and the general public upon request.

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The Honorable Michael F. Easley	Attorney General
Mr. Bryan Beatty	Director, State Bureau of Investigation
Mr. Marvin K. Dorman, Jr.	State Budget Officer
Mr. Edward Renfrow	State Controller

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### **Other Legislative Officials**

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Representative N. Leo Daughtry	Minority Leader of the N.C. House of Representatives
Mr. James D. Johnson	Director, Fiscal Research Division

### **Other Parties**

Janice McKenzie Cole	U.S. Attorney for the Eastern District of North Carolina
C. Colon Willoughby, Jr.	District Attorney for the 10 <sup>th</sup> District

## ORDERING INFORMATION

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