



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY

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This list provides you with guidance IG personnel provide when contacted on the hotline. The list does not include all issues brought to the IG's attention but contains a representative sample. Our goal is to help those who are considering filing a hotline complaint and assist IG personnel responsible for responding to issues.

In accordance with the DoDEA OIG Investigations Guide, as authorized by DODEA AI 7050.01, DoDEA Hotline Program, paragraph 2.2.b, when other means of redress are available, OIG investigators should advise complainants to exhaust the recommended redress or remedy first. DoDEA investigators should try to give the applicable chain of command, at the lowest level that can resolve the issue, an opportunity to address problems.

In accordance with DoDEA AI 7050.01, DoDEA Hotline Program, paragraph 3.1.e.(1) and (2), DoDEA OIG may assist the complainant by providing the complainant with contact information for the individual, organization, or agency that can properly address the complainant's issue. Additionally, when matters should more appropriately be handled by the chain of command, another division within DoDEA, or an outside agency, DoDEA OIG may refer the issue to the applicable party/organization.

This list is intended to be an informal reference and should not be construed as legal advice. Although we provide possible referral information, the IG reserves the right to investigate any matter brought to our attention.

Recommendations of resolutions outside of DoDEA assume that you have already tried to address your issue informally by bringing your concern to the attention of your immediate supervisor or others in your chain of command.

THE FOLLOWING ARE SPECIFIC TO DODEA UNLESS OTHERWISE INDICATED

ISSUE

RESOLUTION

Abuse of Authority	Servicing Human Resources Office/DoDEA Labor Management and Employee Relations (LMER)
Administrative Grievance/Adverse Personnel Action	Servicing Human Resources Office/DoDEA Labor Management and Employee Relations (LMER)
Alcohol and Drug Related Problems	Chain of Command
Alternative Dispute Resolution	DoDEA Ombuds and Resolution Services; Resolution Resources DoDEA
Anti-deficiency Act Violations	Servicing Financial Management Office
Appearance of Impropriety	Report First to Chain of Command
Awards	Chain of Command
Behavioral Health Issues (Suicide, Stress, etc.)	Chain of Command or Crisis Hotlines/ DoDEA Labor Management and Employee Relations (LMER)
Child Abuse	Law Enforcement, Family Advocacy, and Chain of Command (See DoDEA AI 1356.01)
Contractor/Contractor Violations	Report First to Contracting Officer and/or DoDIG: Hotline (dodig.mil)
Compensatory Time (Comp Time)	Chain of Command If you have already contacted a member of Congress concerning an issue, please continue to pursue that avenue of redress with the congressional office. The OIG cannot duplicate the process once you initiate the contact with a member of Congress.
Congressional Inquiries	
Criminal Matters	Local Law Enforcement
Disability/Reasonable Accommodation	DoDEA Equal Employment Opportunity Division: Equal Employment Opportunity Programs DoDEA
Discrimination*	DoDEA Equal Employment Opportunity Division: Equal Employment Opportunity Programs DoDEA ; discrimination issues involving students and other beneficiaries as required under EO 13160 will be addressed by the Civil Rights Program: Civil Rights Program DoDEA
Domestic Violence (DoDEA Employees and Parents of DoDEA School Children)	Local Law Enforcement, Military Member's Chain of Command, and/or Family Advocacy Program
Equal Employment Opportunity	DoDEA Equal Employment Opportunity Division: Equal Employment Opportunity Programs DoDEA
Ethics Violations	Chain of Command
False Official Statements	Chain of Command
Favoritism	Chain of Command or Servicing Human Resources Office/DoDEA Labor Management and Employee Relations (LMER)

Fifty-nine Minute Rule	Chain of Command. Generally, outside of chain of command instructions, there is no specific rule or regulation regarding supervisor's authority to allow 59 minutes early departure from work without charging it as leave or loss of pay.
Fraud (Significant)	Fraudulence that is significant in amount or impact (multiple offenders, systemic to the division, region and/or organization), and/or would garner media attention: DoDEA OIG: Office of Inspector General DoDEA
Gambling in the Workplace	Chain of Command
Gifts (improper gift giving/receipt, between employees or outside sources, foreign governments)	DoDEA OGC: Office of General Counsel DoDEA
Government Purchase Card (GPC)/Government Travel Charge Card (GTCC)	Minor: Chain of Command Significant (amount, systemic impact, and/or media attention): DoDEA OIG: Office of Inspector General DoDEA
Grievance Procedures Negotiated (Bargaining Unit)	Servicing Human Resources Office/DoDEA Labor Management and Employee Relations (LMER)
Harassment (protected class/discriminatory)	DoDEA Equal Employment Opportunity Program
Harassment (offensive behavior/hostile work environment)	Chain of Command or DoDEA Labor Management and Employee Relations: Anti-Harassment Program
Harassment (criminal/stalking/sexual assault)	Local Law Enforcement
Hatch Act Violations/Political Activities	Office of Special Counsel: Home (osc.gov)
Hazing*	Chain of Command; issues involving students and other beneficiaries as required under EO 13160 will be addressed by the Civil Rights Program: Civil Rights Program DoDEA
Hostile Work Environment	DoDEA Labor Management and Employee Relations (LMER)
Insider Threat	Chain of Command or DoDEA Security Management Division Insider Threat Program
Leave or breaks (abuse or dispute)	Chain of Command (Office of Personnel Management provides guidance)

	Minor: Chain of Command
Mismanagement	Significant (amount, systemic impact, and/or media attention): DoDEA OIG: Office of Inspector General DoDEA
	Minor: Chain of Command
Misuse of Official Time/Resources/Property	Significant (amount, systemic impact, and/or media attention): DoDEA OIG: Office of Inspector General DoDEA
Payroll	Submit Global Service Request
Performance Evaluations	Chain of Command/DoDEA Labor Management and Employee Relations (LMER)
Performance Work Problems (Co-workers)	Chain of Command
Political Activities	Office of Special Counsel
Privacy Act Violations	DoDEA Executive Services Division, Privacy Program: Privacy Program DoDEA
Prohibited Personnel Practices	Merit Systems Protection Board or Office of Special Counsel
Safety	Chain of Command DoDEA Security Management Division (SMD) facilitates communication with DoD Consolidated Adjudications Facility for all matters relating to security clearances. Management is responsible for reporting violations by personnel holding security clearances and/or in trusted positions to DoDEA SMD.
Security Clearance Revocation or Suspension	
Sexual Harassment	Civil Rights Program
Student Discipline	Chain of Command
Telework	Chain of Command
	Minor: Chain of Command
Time and Attendance	Significant (amount, systemic impact, and/or media attention): DoDEA OIG: Office of Inspector General DoDEA
Trafficking in Persons	Local Law Enforcement, Chain of Command, and/or Department of Defense OIG: Hotline (dodig.mil)
Travel Abuse (TAD/TDY)	Chain of Command
Unfair Labor Practices	DoDEA Labor Management and Employee Relations (LMER)
Whistleblower Reprisal (Appropriated Fund: GS, WG, etc.)	Office of Special Counsel: Office of Special Counsel: Home (osc.gov) or Department of Defense OIG: Hotline (dodig.mil)
Whistleblower Reprisal (Non-Appropriated Fund/DoD Contractors)	Department of Defense OIG: Hotline (dodig.mil)

*Issues involving students or other beneficiaries should be directed to the Civil Rights Program: [Civil Rights Program | DoDEA](#)

Printed on Saturday, May 24, 2025 - 05:53. For the latest version of this content please visit <https://www.dodea.edu/print/pdf/node/261546>.