

(Updated 1/20/2023)

# **OIG ADVISORY BOARD**

## **POLICIES AND PROCEDURES**

The OIG Advisory Board is composed of eleven seats, of which nine are acquired by application and random selection. Among other requirements, each member of the OIG Advisory Board must be a Baltimore City resident and over the age of 21.

Baltimore City residents may apply to serve on the OIG Advisory Board from November 9, 2022 until December 15, 2022. Applicants should indicate if they are applying as a member of a Baltimore City District, as a Certified Public Accountant (CPA), or as a Certified Fraud Examiner (CFE).

Please review the complete requirements and terms of the OIG Advisory Board in the City Charter, Article X, Section 2 available on the [OIG's website here](#).

## **APPLICATION PROCESS**

1. Applicants should complete and submit the OIG Advisory Board Application webform available on the OIG's website here: <https://oig.baltimorecity.gov/oig-advisory-board-application>.
2. Upon receipt of applications, the OIG will verify that the applicants meet the residency requirement and will confirm applicants' CPA or CFE certification, if applicable.
3. The OIG will then categorize all qualifying candidates by their appropriate Baltimore City District or by their CPA or CFE certification.
4. The OIG will provide the names of the candidates who are not CPAs or CFEs to their respective City Councilmember. Each City Councilmember will select one name from their vetted pool of candidates.
5. The names selected by the Councilmembers will be grouped in pairs designated by the City Charter. The Chair of the Ethics Board will then randomly select one name from each pair to serve on the OIG Advisory Board.

For example, the candidate selected from District 1 and the candidate selected from District 2 will be paired together. The Chair of the Ethics Board will then choose at random a single name from that pair.

6. The Chair of the Ethics Board will also randomly choose one CPA and one CFE from each group of the CPA and CFE candidates to serve on the OIG Advisory Board.

Please contact the Office of the Inspector General at 443-984-3690 or [oig@baltimorecity.gov](mailto:oig@baltimorecity.gov) with any questions.

**REPORT FRAUD, WASTE AND ABUSE**

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