



OFFICE OF THE MAYOR

CITY OF CHICAGO

RICHARD M. DALEY  
MAYOR

Executive Order No. 2005-2

WHEREAS, The City of Chicago is committed to the highest standards of integrity, honesty, efficiency and accountability; and

WHEREAS, Misconduct involving abuse, corruption, fraud, or other criminal activity by City employees undermines public confidence in City government, and prevents the City from operating honestly, efficiently and effectively; and

WHEREAS, It is critically important that public employees, at all levels of City government, discharge their duties and responsibilities in a lawful and ethical manner and it is fundamental that all City employees be held accountable for their misconduct, inefficiency and waste; and

WHEREAS, This Order mandates full cooperation with the Inspector General and makes it the duty of every City employee to report wrongdoing to the Inspector General and imposes disciplinary action, up to and including discharge, for any employee who fails to report wrongdoing to the Inspector General in a timely manner; and

WHEREAS, Strengthening the duties of all City employees to cooperate with and report misconduct to the Inspector General will broaden and strengthen the Inspector General's ability to detect, investigate, eliminate, and deter misconduct, inefficiency and waste by City employees and promote integrity, honesty and efficiency in City government; and

WHEREAS, By this Order, an unmistakable message about the City's commitment to rooting out and eliminating abuse, corruption, fraud, or other criminal activity will be conveyed; now, therefore,

I, RICHARD M. DALEY, Mayor of the City of Chicago, do hereby order as follows:

1. **Cooperation with Inspector General.**

a. **Decisions; recommendations.**

If the Inspector General issues a recommendation of discipline to a department head, that department head must respond to that recommendation within 30 days with a written response to the Inspector General. This response must include either (1) a description of any disciplinary action the department head has taken with respect to the employee in question or (2) a request for a 30-day extension of the 30-day decision period if additional time is needed by the department head to review the recommendation of discipline. If the department head did not take any disciplinary action, or took a different disciplinary action than that recommended by the Inspector General, the

department head must describe the different action and explain the reasons for the different action in the written response. This response must be submitted to the Inspector General within the 30-day decision period. The Inspector General may approve a request for an extension of this 30-day decision period for a period of time not to exceed 30 days if additional time is needed by the department head to review the recommendation of discipline.

**b. Full access to departmental records.**

It is the duty of every employee and department to cooperate with the Inspector General in any investigation or hearing. Each department's premises, equipment, personnel, books, records and papers shall be made readily available to the Inspector General.

**2. Responsibility of Inspector General – Issuance of Summary Reports.**

Upon conclusion of an investigation, the Inspector General shall issue a summary report. The report shall be filed with the mayor and the corporation counsel and may be filed with the head of each department or other agency affected by or involved in the investigation.

**3. Duty to report wrongdoing.**

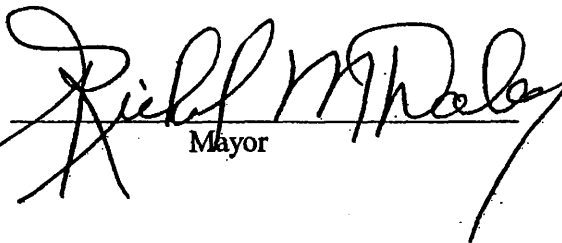
It is the duty of every employee of the City to report, directly and without undue delay, to the Inspector General any and all information concerning conduct which they know or should reasonably know to involve corrupt or other criminal activity,

- (a) by another City employee or official, which concerns his or her office or employment;
- (b) by persons dealing with the City, which concerns their dealings with the City.

The knowing failure of any employee to report as required above shall constitute cause for removal from employment or other appropriate penalty in accordance with the City of Chicago Personnel Rules. For purposes of this Order, a report made to the City's Whistle Blower Hotline shall be considered a report to the Inspector General.

**4. Effective date.**

This Order shall take effect upon its execution and filing with the City Clerk.

  
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Mayor

Dated: September 27, 2005

Received and filed September 27, 2005

  
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City Clerk