

Losses Reported By CIC and its Subsidiary Crown Corporations during the Period July 1 – September 30, 2008

Date of Occurrence	Entity	Description	Amount	Action Taken	Corrective Measures
July 22, 2008	STC	A freight package worth approximately \$700 was stolen by two employees. The package was later returned with approximately \$115 of the product missing.	\$115	Both employees were terminated and the City Police were notified. The customer was refunded through STC's internal claim process.	STC has video cameras installed in the express area to help prevent theft.
July, 2008	SOCO	SOCO ordered and received light fixtures. The lights were put into storage until they would be installed. At the time of installation, it was discovered that only half the lights were there. Since proper receiving procedures were not followed (i.e., the lights were not counted prior to signing for them), it is unclear whether all the lights were not delivered by the courier or whether they were stolen from storage.	\$7,500	<p>Discussions took place with the employee who signed for the lights, the courier and the vendor.</p> <p>The employee confirmed he did not count the lights.</p> <p>The vendor stated they shipped all the lights and the courier claimed all the lights were delivered.</p>	<p>The employees in the department where the lights were received were re-educated on the value of following proper internal control procedures.</p> <p>The vendor agreed to provide the lights at a reduced price. Therefore, although the total value of the missing lights is \$7,500, the total out-of-pocket cost for SOCO is \$2,300.</p>
September 2008	SOCO	One parking pass which was identified as lost by a tenant's employee, was subsequently used by that same employee for a year.	\$540	The full amount of the annual park rate was invoiced to the tenant. The payment is expected, however not received yet.	None taken.
September 2007 – August 2008	ISC	ISC employee fraudulently obtained additional parking for personal gain by using both a parking permit they reported as "lost" and a replacement permit.	\$540	<p>Regina Police Services were notified.</p> <p>Employee was suspended for two days without pay and required to repay the entire amount.</p>	<p>A communication on parking fraud will be posted on the ISC employee intranet.</p> <p>ISC values and the ISC Code of Conduct will be referenced along with a reminder of consequences and disciplinary action.</p> <p>The ISC landlord, Saskatchewan Opportunities Corporation (SOCO), will be developing new procedures with respect to lost parking passes.</p>
September 22, 2008	Saskatchewan Gaming Corporation	Bank employee incorrectly overpaid a patron when exchanging twenty dollar bills for hundred dollar bills.	\$1,200	Surveillance attempted to identify the patron, however was unsuccessful.	Bank staff will be reminded of the correct procedures of counting bills and paying patrons.