

TEXAS TRANSPORTATION COMMISSION

ALL Counties

MINUTE ORDER

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ALL Districts

The Texas Department of Transportation (department) has a long standing reputation for integrity and ethical behavior. This reputation is a great source of pride for the department as well as one of the department's greatest assets because it instills the necessary trust and confidence that the public must have in any governmental agency. It is of utmost importance to the Texas Transportation Commission (commission) to continue to be good stewards of the taxpayer resources entrusted to the department.

To maintain and build on the department's commitment to ethical behavior and integrity, the commission desires for the department to develop an internal compliance program (ICP) designed to prevent and detect any future potential risk of noncompliance and to promote an organizational culture that encourages ethical conduct and a commitment to compliance with the law. The ICP should be designed to prevent violations of law and policy from occurring, mitigate the consequences of those violations that do occur, and provide an ethical workforce educated in the laws and policies that govern the department.

IT IS THEREFORE ORDERED by the commission that a department ICP be developed with the mission to exercise due diligence to prevent and detect criminal conduct and otherwise promote an organizational culture that encourages ethical conduct and a commitment to compliance with the law. The ICP will include but not be limited to:

- A written employee code of conduct;
- Identification of business practices that are at risk for violations and plans for mitigation of those risks by implementation of necessary controls;
- Appropriate internal infrastructure and delegation of authority for the management of the ICP;
- Education and training for employees; and
- Internal audit and accountability measures.

IT IS FURTHER ORDERED that the executive director or his designee is directed to take the necessary steps to implement the actions as ordered by this minute order.

IT IS FURTHER ORDERED that the executive director or his designee is directed to provide semiannual reports to the commission of accomplishments, costs and plans for the internal compliance program.

Submitted and reviewed by:

Recommended by:

General Counsel

Executive Director

Minute Number Date Passed