

C OSI - Investigation Referral

REVISION 46
(01/01/18 – 12/31/18)

To request an [Office of Special Investigation](#) (OSI) investigation, complete the following:

- Access the DES Intranet Home Page
- Scroll to the bottom of the page. Under Contact DES, take the link "Report Fraud or Misconduct"
- The OSI Investigation Referral form displays
- Complete the applicable boxes and write a summary of the allegations
- [Upload the document into OnBase](#) using the OSI-1017 Investigations Request Document type
- Select submit on the OSI Referral Form (a confirmation number will be sent via e-mail)