

# INSPECTOR GENERAL

## Criminal Investigator Academy



We train those who protect our nation's taxpayers from fraud, waste, and abuse. [www.ignet.gov/igcia](http://www.ignet.gov/igcia)

**“Instructors and facilitators were fantastic! They made learning the material fun, interesting, useful and motivating.”**

**“High caliber speakers with extensive experience”**

### The Inspector General Criminal Investigator Academy (IGCIA)

provides mission critical training designed to enhance the ability of Offices of Inspectors General (OIG) to conduct effective investigations. Our robust menu of programs are designed and continually updated specifically for Inspector General (IG) investigators and other OIG personnel who contribute to IG investigations. IGCIA training programs have been developed by experienced IG criminal investigators and other subject matter experts and are delivered by an esteemed group of guest faculty.

Enroll today by contacting the Registrar at [RegistrarIGCIA@cigie.gov](mailto:RegistrarIGCIA@cigie.gov) or (912) 267-3008.

## 1 Advanced Interviewing for IG Investigators (AIGI)

**Who Should Attend** – IG investigators

**What You Will Learn** – To elicit accurate information from witnesses and truthful admissions and confessions from suspects. Taught by experienced criminal investigators and other interviewing experts.

**Course Length** – 3 and a half-day training program

**Course Description** – The course focuses on:

- Teaching non-confrontational interview techniques for eliciting information from suspects and witnesses, government employees, represented parties, and others, such as:
  - Identifying behavioral baselines
  - Recognizing and analyzing verbal and nonverbal behaviors
  - Handling rationalizations
  - Developing and using themes.
- Addressing documentation, sworn statements, and recorded interviews.
- Using IG-specific case studies, video clips, and simulated scenarios to reinforce teaching points.

## 2 Public Corruption Investigations Training Program (PCITP)

**Who Should Attend** – IG investigators

**What You Will Learn** – The procedures, techniques and legal issues associated with investigating allegations of employee and agency corruption. Taught by experienced criminal investigators.

**Course Length** – 4-day training program

**Course Description** – The course focuses on:

- Learning the fundamentals and best practices of working several types of internal and public corruption cases, largely through case studies and sharing lessons learned.
- Examining case studies developed in collaboration with experienced criminal investigators and senior executives from a diverse cross-section of the federal IG community.
- Gaining insights from Department of Justice trial attorneys, an accomplished defense attorney, a published university professor, the Office of Government Ethics, and senior executives from the IG community.

## 3 Periodic Refresher Training Program (PRTTP)

**Who Should Attend** – IG investigators

**What You Will Learn** – Updated information on the more important legal principles involved in IG investigations and trial. Taught by esteemed subject matter experts from the IG community, Department of Justice, other federal agencies and the private sector.

**Course Length** – 3-day training program

**Course Description** – The course focuses on:

- Meeting the “periodic refresher training” requirements outlined in the Attorney General Guidelines for Offices of Inspector General with Statutory Law Enforcement Authority.
- Reviewing the IG-specific legal topics.
- Providing an update on any new and relevant case law.
- Conveying insight from defense attorneys, OIG counsels and Senior Executives from a diverse cross-section of the IG community, sitting U.S. District and Circuit court judges, Assistant U.S. Attorneys, and other DOJ personnel who are current on emerging legal issues.

## 4 Undercover Investigations Training Program (UCITP)

**Who Should Attend** – Criminal investigators in the federal IG community who have minimal or no experience as an undercover agent.

**What You Will Learn** – The basic skills and knowledge to conduct IG-specific undercover activities, taught by experienced OIG agents and others with expertise in undercover investigations.

**Course Length** – 2-week training program

**Course Description** – The course focuses on:

- Realistic and relevant interactive training exercises designed to provide students opportunities to practice fundamental undercover skills, including:
  - The use of aliases and cover stories
  - Street theatre
  - Elicitation and counter-elicitation techniques
  - Covert surveillance equipment
  - Improvised weapons.

## 5 IG Interviewing for Fraud Auditors (IG-IFA)

**Who Should Attend**

Senior or experienced auditors engaged in forensic and/or fraud-related audits.

**What You Will Learn** – How to conduct more effective interviews, and how to obtain information needed to assist in preventing and detecting fraud.

**Course Length** – 3-day training program

**Course Description** – The course focuses on:

- Providing the tools to conduct more effective interviews, and obtain information that can assist in preventing and detecting fraud.
- Learning how to assess verbal and non-verbal behavior and become more effective at obtaining information in person, as well as via telephonic interviews.
- Providing techniques on topics such as:
  - Conducting a non-confrontational interview;
  - Identifying fraud indicators and common fraud schemes;
  - Assessing fraud vulnerability; and
  - Eliciting potential fraud leads.

“Loved this class!! Excellent training! Case studies, methods of case development presented – all very, very helpful.”

“The entire course was wonderful and provided me with a great understanding of fraud, fraud indicators, and better interviewing skills.”

## 6 Hotline Operator Training Program (HOTP)

**Who Should Attend** – Hotline Operators

**What You Will Learn** – The basic skills and techniques needed to accurately collect critical information via telephonic interviews and electronic (email) correspondence.

**Course Length** – 3-day training program

**Course Description** – The course focuses on:

- The appropriate documentation, procedures and legal requirements necessary to ensure the integrity of information that could lead to administrative, civil, or criminal IG investigations.
- Increasing each participant’s skill in effectively eliciting accurate data from each caller.
- Practicing the application of skills through scenarios tailored toward the agencies participating in each class, and facilitated by experienced practitioners.
- Learning the vital tools and resources needed to recognize and appropriately handle workplace stress, refer callers to other hotlines, and handle nuisance callers, as well as callers that are hostile, threatening, or appear mentally ill/suicidal.

## 7 Basic Non-Criminal Investigator Training Program (BNCITP)

**Who Should Attend** – Federal, state/local, and military personnel who conduct, participate in, support or assist criminal, civil, or administrative investigations. Appropriate for general (non-criminal) and compliance investigators, auditors, attorneys, analysts, evaluators, inspectors, hotline operators, investigative research specialists, and others.

**What You Will Learn** – The basic legal concepts, procedures, common fraud schemes, and investigative techniques typical to the IG community.

**Course Length** – 2-week training program

**Course Description** – The course focuses on:

- Familiarizing non-criminal investigators and Inspector General employees, other than criminal investigators, with IG-specific tips and solutions such as:
  - Criminal, civil, and administrative legal concepts and procedures;
  - Common fraud schemes; and
  - Investigative techniques.
- Practicing skills such as conducting interviews, writing investigative reports, and participating in a mock presentation of a criminal and administrative case.

“I have taken a lot of government and ACFE sponsored training and this might be the best class I have attended.”

“This course is one of the best I have attended since I joined federal law enforcement.”