

March 27, 2017

DIRECTIVES:	JOB CORPS PROGRAM INSTRUCTION NOTICE NO. 16-31
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
National Director
Office of Job Corps

SUBJECT: Reminder: Consequences of Falsifying Records

1. Purpose. To remind contractors and staff of the consequences of falsifying records including, but not limited to, training records, test scores, security records, and job placement records.

2. Background. Under the False Statements Accountability Act (18 U.S.C. § 1001), any person who knowingly and willfully makes a material false statement in a matter within the jurisdiction of the Federal government may be held criminally liable. This includes any person who is an employee of a Federal contractor. A false statement includes any material oral or written communications, representations, or omissions thereof. The statute provides that a person found to have made a false statement may be subject to up to 5 years in prison and/or up to \$10,000 in fines.

A contractor may also be held liable under the False Claims Act (31 U.S.C. §§ 3729-3733) if it knowingly submits a false claim for payment. An entity acted knowingly if it had actual knowledge of the claim's falsity, or if it acted in deliberate ignorance or in reckless disregard of the truth or falsity. For example, if a contractor submits a claim for payment (e.g., an invoice for a fee) based on falsified performance records, the contractor may be liable under the False Claims Act.

3. Action. Addressees are to ensure this Program Instruction Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.

5. Inquiries. Inquiries should be directed to Bob Pitulej, Office of Job Corps, at (202) 693-8013, pitulej.robert.w@dol.gov; or Sandra Foster, Office of Contracts Management, at (202) 693-2899, foster.sandra@dol.gov.