REPORT REQUIREMENTS

♦ Must be a U.S. citizen;
♦ Must be at least 18 years of age;
♦ Student with a minimum cumulative grade point average of 3.0 or above on a 4.0 scale;
♦ Must be in good academic standing with institution;
♦ Must agree to a background check;
♦ Should be available to work at least 10 hours per week, with a minimum of 2 hours per work day; and
♦ Should be able to work at least eight consecutive weeks.

OFFICE OF INSPECTOR GENERAL
EXPORT-IMPORT BANK of the U.S.

811 Vermont Avenue, NW
Washington, DC 20571
(202) 565-3908
(202) 565-3988 Fax

http://www.exim.gov/oig/

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Student Volunteer
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Export-Import Bank of the U.S.
Office of Inspector General

Report Waste, Fraud & Abuse
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(1-888-644-3946)
By E-mail:
IGhotline@exim.gov
INVESTIGATIONS
The Office of Investigations (OI) conducts and coordinates investigations relating to alleged or suspected violations of laws, rules, or regulations occurring in Ex-Im Bank programs and operations. The subjects of OI investigations can be program participants, contractors, Ex-Im Bank management, or employees. Special Agents in OI are Federal criminal investigators (job series 1811). Investigations that uncover violations of Federal law, rules, or regulations may result in criminal or civil prosecution, and administrative sanctions. OI works to prevent and prosecute international money laundering and trade finance fraud.

INSPECTIONS & EVALUATIONS
The Office of Inspections and Evaluations (OIE) conducts independent inspections and policy evaluations to assess the efficiency and effectiveness of Ex-Im Bank’s programs, operations, and transactions. All OIE assignments are performed in accordance with Council of Inspectors General on Integrity and Efficiency (CIGIE) guidelines and standards including the 2010 “Quality Standards for Inspections and Evaluations.” OIE works in tandem with the Office of Audit and the Office of Investigations whenever appropriate. Moreover, OIE refers irregularities and other suspicious conduct detected during its reviews to the Office of Investigations for investigative consideration.

AUDITS
The Office of Audits (OA) conducts and oversees independent and objective audits relating to Ex-Im Bank programs to improve Ex-Im Bank operations. All OIG audits are performed in accordance with generally accepted government auditing standards promulgated by the Comptroller General of the United States. Furthermore, OA refers irregularities and other suspicious conduct detected during audits to the Office of Investigations for investigative consideration.

APPLICATION PROCESS
To apply for the SVIP, you must complete and submit the following documentation to the internship coordinator:

♦ Cover Letter
♦ Résumé
♦ Transcript(s)

If accepted, additional forms may be required.