



SKIMMING FRAUD

Skimming schemes involve stealing payments and not recording the sale or payment in the organization's accounting records. These frauds are often difficult to detect because there is no record of the transaction. According to the Association of Certified Fraud Examiners, skimming schemes represent 9% of asset misappropriation schemes with a median loss of \$50,000 per case.

These Q&As explain controls that can help prevent skimming fraud.

🦋 Are responsibilities divided to allow separation of duties?

- Employees who collect cash should not have access to accounts receivable or inventory records.

🦋 Are receipts provided for all payments received?

- Receipts should be issued for all payments received to ensure payments are recorded.

🦋 Who has access to the organizations mail?

- Mail that may contain customer payments should not be opened by individuals with access to accounts receivable records.

🦋 Is there a periodic review of inventory and accounts receivable records?

- Inventory and accounts receivable records should be reviewed periodically for any unauthorized write-offs.

🦋 Is there a periodic review of accounts receivable aging reports?

- Accounts receivable aging reports should be reviewed periodically for overdue accounts.

🦋 Do employees place restrictive endorsements on checks received?

- Employees who receive checks should immediately stamp the checks with the organization's restrictive endorsement.

Where can I find more information?

🦋 [USF Regulation 5.001](#): Fraud Prevention and Detection

🦋 USF Office of Internal Audit website: <https://www.usf.edu/audit/>

How can I report potential fraud or abuse?

🦋 Notify your supervisor

🦋 Contact the USF Office of Internal Audit at (813) 974-2705

🦋 Report activities anonymously through the [EthicsPoint](#) hotline at (866) 974-8411