



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
INSPECTOR GENERAL

December 17, 2012

MEMORANDUM

SUBJECT: Audit of EPA's Controls over Sensitive Personally
Identifiable Information
Project No. OA-FY13-0082

FROM: Rudolph M. Brevard *Rudolph M. Brevard*
Director, Information Resources Management Audits

TO: Malcolm D. Jackson
Assistant Administrator for Environmental Information and
Chief Information Officer

The U.S. Environmental Protection Agency (EPA), Office of Inspector General (OIG), has begun preliminary research on the above subject audit. This project is included in our annual audit plan. The audit objective is to determine whether EPA has developed and implemented policies, procedures and processes for protecting sensitive Personally Identifiable Information (PII) in accordance with federal and Agency criteria.

We plan to conduct preliminary research at EPA Headquarters in Washington, D.C. and other EPA sites as necessary. The Project Manager for this project will be Cheryl Reid. We will contact you to arrange a mutually agreeable time to discuss our objectives and the purpose of the preliminary research phase of our project.

We would also be particularly interested in any areas of concern that you may have. We will answer any questions you may have about the project process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during the course of the project.

Please do not hesitate to contact me at (202) 566-0893 or brevard.rudy@epa.gov; or Cheryl Reid, Project Manager, Information Resources Management Audits at (919) 541-2256 or reid.cheryl@epa.gov, if you or your staffs have any questions.

cc: Director, Office of Information Collection
Agency Privacy Officer
Senior Agency Information Security Officer
Agency Follow-up Official (Chief Financial Officer)
Agency Follow-up Coordinator
Audit Follow-up Coordinators