



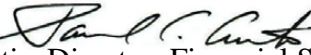
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
INSPECTOR GENERAL

January 28, 2016

MEMORANDUM

SUBJECT: Project Notification:
EPA's DATA Act Implementation Efforts
Project No. OA-FY16-0077

FROM: 
Paul Curtis, Director, Financial Statement Audits
Office of Audit

TO: David Bloom, Deputy Chief Financial Officer
Office of the Chief Financial Officer

The U.S. Environmental Protection Agency (EPA) Office of Inspector General (OIG) is beginning a review of the EPA's efforts to implement the Digital Accountability and Transparency Act of 2014 (DATA Act). This project was included in our fiscal year 2016 annual plan and will be conducted using applicable generally accepted government auditing standards. The anticipated benefit of this project is improved operational efficiency. Our objectives are to:

1. Gain an understanding of the processes, systems and controls that the EPA has implemented, or plans to implement, to report financial and payment data in accordance with the requirements of the DATA Act.
2. Provide recommendations on how to improve the likelihood of compliance with the requirements of the DATA Act prior to full implementation.

To accomplish our objectives, we plan to:

- Obtain an understanding of the laws, legislation, directives, and any other regulatory criteria and guidance related to the EPA's responsibilities to report financial and payment information under the Data Act.
- Conduct interviews with the EPA's DATA Act working group(s) responsible for the implementation of the DATA Act at the agency level, to include the Senior Accountable Officer.
- Identify the major reporting components within the EPA responsible for implementation of the DATA Act, and conduct interviews as necessary.
- Assess the EPA's efforts and formal implementation plans to report financial and payment information under the DATA Act.

We will contact your audit liaison to arrange a mutually agreeable time during the week of February 1, 2016, to discuss the objectives and planned work. During the meeting, we will answer any questions you have about the review process and discuss our methodology for gathering and analyzing data. Throughout the project, we will provide updates on a regular basis through monthly status meetings held via email or phone.

To ensure the success and timely completion of this project, please provide the following information to Meg Hiatt at hiatt.margaret@epa.gov prior to our initial meeting:

- Principal contacts, including the Senior Accountable Officer and working group members.
- Major reporting components responsible for the implementation of the DATA Act.
- Documentation of processes and sources of data, including the EPA's implementation plan for reporting financial and payment information under the DATA Act.
- Project management documents.
- Inventory of agency data and associated business practices.
- Agency 8-Step Plan and the status of executing the plan.
- Data standard and element structure.

We respectfully note that the OIG is authorized by the Inspector General Act of 1978 to have timely access to personnel and all materials necessary to complete its objectives. We will request your resolution if an agency employee or contractor refuses to provide requested records to the OIG, or otherwise fails to cooperate with the OIG. We may report unresolved access matters to the EPA Administrator and include the incident in the Semiannual Report to Congress.

I will supervise the project, and the Project Manager will be Meg Hiatt. Should you or your staff have any questions, please contact me at (202) 566-2523 or curtis.paul@epa.gov, or Meg Hiatt at (513) 487-2366 or hiatt.margaret@epa.gov.

cc: Howard Osborne, Associate Chief Financial Officer
Steve Silzer, Director, Office of Financial Management, Office of the Chief Financial Officer
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