



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

OFFICE OF
INSPECTOR GENERAL

February 20, 2018

MEMORANDUM

SUBJECT: Project Notification:
EPA's Management of Counter Terrorism and Emergency Response Equipment
Project No. OAE-FY18-0109

FROM: Michael D. Davis, Director, Efficiency Directorate
Office of Audit and Evaluation

A handwritten signature in blue ink that reads "Michael D. Davis".

TO: Barry Breen, Principal Deputy Assistant Administrator,
Office of Land and Emergency Management

Ted Stanich, Acting Associate Administrator,
Office of Homeland Security, Office of the Administrator

The Office of Inspector General (OIG) for the U.S. Environmental Protection Agency (EPA) plans to begin preliminary research of the EPA's management of counter terrorism and emergency response (CT/ER) equipment in February 2018. This is an OIG-initiated project.

The OIG's objective is to determine whether the EPA has the needed and required counter terrorism and emergency response equipment and whether the equipment is efficiently managed, tracked and available for potential counter terrorism or emergency response incidents. The OIG plans to conduct work with your offices and, as needed, other program and regional offices. Applicable generally accepted government auditing standards will be used in conducting our project. The anticipated benefits of this project are to improve EPA business practices and accountability, and improve stewardship and operational efficiency.

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 of your questions 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. Throughout the project, we will provide updates on a regular basis via email or teleconference to your designated point of contact.

To expedite our review, we request that you please provide us with the following information, if available, before or at the kickoff meeting:

- List of federal laws and regulations, and agency policies and procedures, supporting the acquisition and management of CT/ER equipment.

- List of any interagency agreements supporting the acquisition and management of CT/ER equipment.
- Agency documentation that approved the plan for the CT/ER equipment, to include the initial need for the equipment and future needs for additional CT/ER equipment, and the status of those equipment needs as of September 30, 2017.
- A list of CT/ER equipment that includes:
 - Equipment description.
 - Location of the equipment.
 - Acquisition cost.
 - Maintenance schedule.
 - Equipment ownership (EPA owned, contractor owned or leased).
- Point of contact for the acquisition and management of agency CT/ER equipment.

We respectfully note that the OIG is authorized by the Inspector General Act of 1978, as amended, to have timely access to personnel and all materials necessary to complete its objectives. We will request that you resolve the situation 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 Administrator and include the incident in the *Semiannual Report to Congress*.

The project will be supervised by Michael D. Davis, Director, Efficiency Directorate. The Project Manager will be Gloria Taylor-Upshaw. Any information related to the project should be addressed to Michael D. Davis at (513) 487-2363 or davis.michaeld@epa.gov, or Gloria Taylor-Upshaw at (404) 562-9842 or taylor-upshaw.gloria@epa.gov.

cc: Ryan Jackson, Chief of Staff
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