



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

OFFICE OF  
INSPECTOR GENERAL

November 7, 2018

**MEMORANDUM**

**SUBJECT:** Project Notification:  
Audit of EPA's Risk Assessment Process  
Project No. OA&E-FY19-0034

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

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

**TO:** Holly Greaves, Chief Financial Officer

The Office of Inspector General (OIG) for the U.S. Environmental Protection Agency (EPA) plans to begin preliminary research on the EPA's risk assessment process. This project is included in our annual plan.

The OIG's objective is to determine whether the EPA follows federal criteria in preparing risk assessments for EPA programs. When implementing federal programs, federal managers are required to follow Office of Management and Budget Circular A-123, *Management's Responsibility for Enterprise Risk Management and Internal Control*; and the U.S. Government Accountability Office's *Standards for Internal Control in the Federal Government*. The OIG plans to conduct preliminary research at EPA headquarters. Applicable generally accepted government auditing standards will be used in conducting our project. The anticipated benefits of this project are improved operational efficiency and effectiveness.

We will contact you to arrange a mutually agreeable time to discuss our objective 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 monthly updates to the Audit Follow-Up Coordinator and other key EPA staff in the form of meetings or via emails.

Please provide us with the following information by November 30, 2018:

- A complete list of all EPA programs.
- Electronic copies or website links to documented risk assessments associated with the following EPA efforts:

- Acid Rain.
  - Chesapeake Bay Program.
  - State and Local Prevention and Preparedness.
  - Endocrine Disruptors.
  - Sector Grant Program.
- Contact persons responsible for the risk assessment process in the EPA's major program offices (e.g., the Office of Air and Radiation, Office of Water, Office of Land and Emergency Management, Office of Chemical Safety and Pollution Prevention, Office of Enforcement Compliance and Assurance, etc.).

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*.

I will supervise the audit, and the Project Manager will be Randy Holthaus. Any information related to the audit should be addressed to me at (513) 487-2363 or [davis.michaeld@epa.gov](mailto:davis.michaeld@epa.gov), or Randy Holthaus at (214) 665-6620 or [holthaus.randy@epa.gov](mailto:holthaus.randy@epa.gov).

cc: Henry Darwin, Acting Deputy Administrator  
 Ryan Jackson, Chief of Staff  
 Michael Molina, Special Advisor, Office of the Administrator  
 Matthew Leopold, General Counsel  
 William Wehrum, Assistant Administrator for Air and Radiation  
 Donna Vizian, Principal Deputy Assistant Administrator for Administration and Resources Management  
 Charlotte Bertrand, Acting Principal Deputy Assistant Administrator for Chemical Safety and Pollution Prevention  
 Susan Bodine, Assistant Administrator for Enforcement and Compliance Assurance  
 Vaughn Noga, Principal Deputy Assistant Administrator and Deputy Chief Information Officer, Office of Environmental Information  
 Jane Nishida, Principal Deputy Assistant Administrator for International and Tribal Affairs  
 Barry Breen, Acting Assistant Administrator for Land and Emergency Management  
 Jennifer Orme-Zavaleta, Principal Deputy Assistant Administrator for Science and EPA Science Advisor, Office of Research and Development  
 David P. Ross, Assistant Administrator for Water  
 David Bloom, Deputy Chief Financial Officer, Office of the Chief Financial Officer  
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 Michael Benton, Audit Follow-Up Coordinator, Office of the Administrator  
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