



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

OFFICE OF
INSPECTOR GENERAL

November 8, 2018

Dr. Kristen Kulinowski, Ph.D.
Interim Executive Authority and Member
U.S. Chemical Safety and Hazard Investigation Board
1750 Pennsylvania Avenue NW, Suite 910
Washington, D.C. 20006

Dear Dr. Kulinowski:

The Office of Inspector General (OIG) for the U.S. Chemical Safety and Hazard Investigation Board (CSB) plans to begin its audit of the CSB's compliance with improper payments legislation. This audit is included in our annual plan and is required by the Office of Management and Budget. The project number is OA&E-FY19-0039.

The OIG's audit objective is to determine the CSB's compliance with the improper payments legislation for fiscal year 2018. The OIG plans to conduct a brief fieldwork effort and obtain supporting documentation. Applicable generally accepted government auditing standards will be used in conducting our audit. The anticipated benefits of this audit are improved operational efficiency.

We will contact the audit liaison to arrange a mutually agreeable time to meet with your staff to discuss our objective and the purpose 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 to the audit liaison on a regular basis through emails.

To ensure the success and timely completion of this project, please provide the following information to us by November 30, 2018:

- A copy of, or weblink to, the CSB's Performance and Accountability Report covering fiscal year 2018.
- A copy of the CSB's most recent risk assessment of its programs and activities that identifies those that are susceptible to significant improper payments.

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 a CSB 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 in the *Semiannual Report to Congress*.

The project will be supervised by me, and Randy Holthaus will be the Project Manager. Any information related to the project should be addressed to me at (513) 487-2363 or davis.michaeld@epa.gov, or Randy Holthaus at (214) 665-6620 or holthaus.randy@epa.gov.

Thank you in advance for your cooperation.

Sincerely,

A handwritten signature in blue ink that reads "Michael D. Davis". The signature is written in a cursive style with a clear, legible font.

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

cc: Rick Engler, Board Member, CSB
Manual Ehrlich Jr., Board Member, CSB
Anna Brown, Director of Administration and Audit Liaison, CSB
Kara Wenzel, Acting General Counsel, CSB
Charles Sheehan, Acting Inspector General
Edward Shields, Acting Deputy Inspector General
Alan Larsen, Counsel to the Inspector General
Kevin Christensen, Assistant Inspector General for Audit and Evaluation
Allan Williams, Acting Assistant Inspector General for Investigations
James Nussbaumer, Acting Assistant Inspector General for Management
Richard Eyermann, Deputy Assistant Inspector General for Audit and Evaluation
Christine El-Zoghbi, Deputy Assistant Inspector General for Audit and Evaluation
Jennifer Kaplan, Deputy Assistant Inspector General for Congressional and Public Affairs
Jeffrey Lagda, Congressional and Media Liaison, Office of Inspector General
Tia Elbaum, Congressional and Media Liaison, Office of Inspector General