



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

OFFICE OF
INSPECTOR GENERAL

July 1, 2019

MEMORANDUM

SUBJECT: Project Notification:
EPA's Use of Intergovernmental Personnel Act Assignments
Project No. OA&E-FY19-0271

FROM: John Trefry, Director
Forensic Directorate
Office of Audit and Evaluation

A handwritten signature in black ink, appearing to read "John Trefry", is placed over a light-colored rectangular background.

TO: Donna Vizian, Principal Deputy Assistant Administrator
Office of Mission Support

The Office of Inspector General (OIG) of the U.S. Environmental Protection Agency (EPA) plans to begin preliminary research on the EPA's use of assignments under the *Intergovernmental Personnel Act* (IPA). This project is included in our fiscal year 2019 annual plan.

Our objective is to determine whether the EPA's use of assignments under the IPA is in accordance with federal requirements and EPA established policy and procedures, and whether the assignments achieved their intended results. The OIG plans to review supporting documentation for IPA assignments made from June 1, 2016, through May 31, 2019. The OIG also plans to conduct interviews with employees and management to obtain an understanding of the backgrounds related to the assignments, as well as the applicable policy and procedures followed. Applicable generally accepted government auditing standards will be used in conducting our work. The anticipated benefits of this project are to improve operational efficiency.

We will contact the audit coordinator to arrange a mutually agreeable time to discuss the objective and scope 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. Throughout the project, we will provide updates on a regular basis through a monthly meeting or via email, phone or video conference.

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 Administrator and include the incident in the *Semiannual Report to Congress*.

I will supervise the project and the Project Manager will be Angela Bennett. Should you or your staff have any questions, please contact me at (202) 566-2474 or trefry.john@epa.gov, or Angela Bennett at (404) 562-9844 or bennett.angela@epa.gov.

cc: David Zeckman, Associate Deputy Assistant Administrator, Office of Mission Support
Wesley Carpenter, Deputy Assistant Administrator for Administration and Resources Management, Office of Mission Support
Dan Coogan, Acting Director, Office of Resources and Business Operations, Office of Mission Support
Mara Kamen, Director, Office of Human Resources, Office of Mission Support
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