



OFFICE OF INSPECTOR GENERAL
U.S. ENVIRONMENTAL PROTECTION AGENCY

January 29, 2024

MEMORANDUM

SUBJECT: Notification:
Audit of the EPA's Management of its High-Value Asset Program
Project No. OA-FY24-0044

FROM: LaSharn Barnes, Director
Information Resources Management Directorate
Office of Audit

TO: Kimberly Patrick, Principal Deputy Assistant Administrator
Office of Mission Support

The U.S. Environmental Protection Agency Office of Inspector General plans to begin an audit on the EPA's management of its high-value asset program. This audit is part of the OIG's [oversight plan](#) for fiscal year 2024. This audit also addresses the following fiscal year 2024 [top management challenge](#) for the Agency: managing grants, contracts, and data systems.

Our objective is to determine to what extent the EPA has managed its high-value asset program in accordance with the requirements of Office of Management and Budget memorandum M-19-03, *Strengthening the Cybersecurity of Federal Agencies by enhancing the High Value Asset Program*. We plan to conduct work within the Office of Mission Support Office of Information Security and Privacy at EPA headquarters and other EPA offices which we will select. We will use applicable generally accepted government auditing standards to conduct our audit. The anticipated benefit of this audit is to meet the security and privacy requirements in accordance with Office of Management and Budget memorandum M-19-03.

We will contact you to arrange a mutually agreeable time to discuss our objective. At that time, we can discuss any concerns that you may have and answer any questions about the audit process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during the audit. Throughout the audit, we will provide updates on a regular basis.

To expedite our audit, please be ready to provide the following information before the close of business on Thursday, February 15, 2024:

- EPA system owners' responses to Office of Mission Support's high-value asset data calls from FY 2020 through FY 2023.

- The Department of Homeland Security assessments on the EPA’s high-value assets from FY 2020 through FY 2023.
- EPA governance structure, policy, and procedures on managing its high-value asset program.
- *Chief Information Officer Federal Information Security Modernization Act Reports* from FY 2020 through FY 2023.

If you cannot provide any of the listed items by February 15, please provide an estimated date of delivery and an explanation for the delay. Also, please note that additional documentation may be requested during the audit.

We respectfully note that the Inspector General Act of 1978, as amended, authorizes the OIG to have timely access to personnel and all materials necessary to complete our objectives. Similarly, EPA Manual 6500, *Functions and Activities of the Office of Inspector General* (1994), requires that each EPA employee cooperate with and fully disclose information to the OIG. Also, Administrator Michael S. Regan, in a May 16, 2023 email to EPA employees, stated that the “agency and its employees have a duty to cooperate with OIG” and observed that “full engagement and collaboration between the OIG and EPA provides our agency with the opportunity to improve program performance and efficiency.” If an Agency employee or contractor refuses to provide requested materials to the OIG or otherwise fails to cooperate with the OIG, we will request that you immediately resolve the situation. Consistent with the Inspector General Act, we may report unresolved access matters to the administrator and to Congress.

We will post this memorandum on our public website at www.epaoig.gov. Anyone with knowledge of potential fraud, waste, abuse, misconduct, or mismanagement related to this audit should contact the OIG Hotline at (888) 546-8740 or via an electronic form on the “OIG Hotline” [webpage](#).

cc: Janet McCabe, Deputy Administrator
 Dan Utech, Chief of Staff, Office of the Administrator
 Wesley J. Carpenter, Deputy Chief of Staff for Management, Office of the Administrator
 Vaughn Noga, Chief Information Officer and Deputy Assistant Administrator for Information Technology and Information Management, Office of Mission Support
 Tonya J. Manning, Director and Chief Information Security Officer, Office of Information Security and Privacy, Information Technology/Information Management, Office of Mission Support
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