MEMORANDUM

SUBJECT: Project Notification: Follow-Up Audit of EPA’s Processes for Tracking and Reporting the Status of Role-Based Training for Contractors with Significant Information Security Responsibilities

Project No. OA&E-FY19-0103

FROM: Rudolph M. Brevard, Director
Information Resources Management Directorate
Office of Audit and Evaluation

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

The Office of Inspector General (OIG) for the U.S. Environmental Protection Agency (EPA) plans to begin fieldwork on the EPA’s processes for tracking and reporting the status of role-based training for contractors with significant information security responsibilities. This discretionary audit is not included in the OIG’s Annual Plan for Fiscal Year 2019.

Our objective is to determine whether the EPA took steps to complete corrective actions for Recommendation 3 in EPA OIG Report No. 17-P-0344, *EPA Lacks Processes to Validate Whether Contractors Receive Specialized Role-Based Training for Network and Data Protection*, which was issued July 31, 2017. We also plan to determine the following:

- Whether fiscal year 2018 certifications provided to the EPA’s Chief Information Security Officer were complete, accurate and supported by records maintained by the respective EPA program and regional offices.

- What additional steps the EPA needs to take to verify agency contractors complete the required, specialized role-based training.

The OIG plans to conduct audit work at EPA headquarters in Washington, D.C., and at other EPA offices as needed. Applicable generally accepted government auditing standards will be used in conducting our project. The anticipated benefits of this project are that the EPA will (1) prioritize oversight of contractor support services and (2) establish processes to assure that EPA management is confident in the investment of government dollars in the ever-changing cybersecurity landscape.

We will contact you to arrange a mutually agreeable time to discuss our objectives 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 on a regular basis via meetings and emails to the Chief Information Security Officer and the Audit Follow-Up Coordinator within the Office of Mission Support.

Prior to holding a kickoff meeting, would you please submit electronic copies of the following information to Vincent Campbell at campbell.vincent@epa.gov by February 20, 2019.

- Copies of the 2018 certifications that EPA program offices provided to the Office of Mission Support (OMS), certifying that contractors with significant information security responsibilities have completed role-based training.

- A listing of all 2018 information technology contracts.

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 me, and the Project Manager will be Vincent Campbell. Any information related to the project should be addressed to me at (202) 566-0893 or brevard.rudy@epa.gov, or Vincent Campbell at (202) 566-2540 or campbell.vincent@epa.gov.

c: Henry Darwin, Acting Deputy Administrator
   Ryan Jackson, Chief of Staff
   Assistant Administrators
   Regional Administrators
   Michael Molina, Special Advisor, Office of the Administrator
   Vaughn Noga, Deputy Assistant Administrator and Chief Information Officer, Office of Mission Support (OMS)
   Robert McKinney, Director and Chief Information Security Officer, Office of Information Security and Privacy, OMS
   Brian Epley, Director, Office of Information Technology Operations, OMS
   Jeffrey Anouih, Deputy Director, Office of Information Security and Privacy, OMS
   Carrie Hallum, Audit Follow-Up Coordinator, OMS
   Bob Trent, Agency Follow-Up Coordinator
   Nancy Grantham, Principal Deputy Associate Administrator for Public Affairs
   Program and Regional Audit Follow-Up Coordinators
   Charles J. Sheehan, Acting Inspector General
   Edward Shields, Acting Deputy Inspector General
   Kevin Christensen, Assistant Inspector General for Audit and Evaluation
   Eric Hanger, Acting Counsel to the Inspector General
   Craig Ulmer, Acting Assistant Inspector General for Investigations
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   Richard Eyermann, Deputy Assistant Inspector General for Audit and Evaluation
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