



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

JAN - 3 2012

THE INSPECTOR GENERAL

MEMORANDUM

SUBJECT: Close-Out of OIG Report No. 11-P-0630, *EPA Needs Workload Data to Better Justify Future Workforce Levels*, September 14, 2011

TO: Barbara J. Bennett
Chief Financial Officer

Thank you for your response to the subject report. We reviewed the actions you intend to take in response to our report recommendations. Your response provides a corrective action plan with an overall milestone date of September 30, 2012, to address both of the recommendations in the report.

We have determined that your response is complete in accordance with the U.S. Environmental Protection Agency Manual 2750, and addresses our report recommendations. Therefore, we will close the report in our Office of Inspector General tracking system. You must continue to track how you have implemented the report recommendations in the Agency's Management Audit Tracking System. We will periodically review that system to monitor the Agency's progress in implementing the recommendations.

We would like to thank you and your staff for their cooperation during our review, their efforts to address the report findings, and the time they took to discuss various issues with our office. If you or your staff have any questions about the contents of this memorandum or the audit resolution process, please contact Patrick Gilbride, Product Line Director, at (303) 312-6969.

A handwritten signature in black ink, appearing to read "Arthur A. Elkins, Jr.", written over a light blue horizontal line.

Arthur A. Elkins, Jr.

cc: Craig Hooks, Office of Administration and Resources Management
Maryann Froehlich, Office of the Chief Financial Officer
David Bloom, Office of the Chief Financial Officer
Josh Baylson, Office of the Chief Financial Officer
Carol Terris, Office of the Chief Financial Officer
Kimberly Dubbs, Office of the Chief Financial Officer
Hamilton Humes, Office of the Chief Financial Officer
Diane Kelty, Office of the Chief Financial Officer
Melissa Heist, Office of Inspector General
Patrick Gilbride, Office of Inspector General