



At a Glance

Catalyst for Improving the Environment

Why We Did This Review

The Office of Inspector General contracted with Williams, Adley & Company, LLP, to conduct a data integrity audit of the Integrated Contracts Management System (ICMS). We sought to determine whether data within the ICMS complied with the system edit and validation checks designed to control data entry and quality.

Background

The U.S. Environmental Protection Agency's (EPA's) Office of Acquisition Management (OAM) supports the procurement needs of program offices throughout EPA and utilizes the ICMS to facilitate that process. The ICMS generates documents critical to the procurement process and recorded contract values totaling approximately \$15 billion for Fiscal Year 2007 and \$17.5 billion for Fiscal Year 2008.

For further information, contact our Office of Congressional, Public Affairs and Management at (202) 566-2391.

To view the full report, click on the following link:
www.epa.gov/oig/reports/2010/20100614-10-P-0144.pdf

Improved Data Integrity Needed for the Integrated Contracts Management System

What Williams, Adley & Company, LLP, Found

EPA needs to strengthen ICMS data integrity controls to increase the reliability of the data for management reporting. In particular, ICMS data contain exceptions to data quality rules defined in the ICMS data dictionary and OAM-defined system checks. ICMS data also contain anomalies that cast suspicion over the validity of processed transactions. These anomalies include transactions processed on nonstandard workdays and dollar values that are unusually high. Furthermore, discrepancies noted between OAM-defined system edit and validation checks and the ICMS data dictionary call into question what actual information should be entered into the ICMS for certain fields. The above conditions are caused by a breakdown in controlling data entry or in maintaining data and associated system documentation.

As noted during our field work, EPA is replacing the ICMS with a new acquisition system called the EPA Acquisition System (EAS). While it may not be practical for EPA to address these weaknesses within the ICMS, EPA should take proactive steps to strengthen its data integrity processes so these similar weaknesses do not exist in the EAS.

What Williams, Adley & Company, LLP, Recommends

Williams, Adley & Company, LLP, recommends that the Director, OAM:

- Take immediate action to implement recommendations to strengthen plans for migrating data from the ICMS to the EAS as outlined in OIG Report No. 10-P-0071, *Plans to Migrate Data to the New EPA Acquisition System Need Improvement*.
- Conduct and document a review of the EAS data quality controls to ensure all required edit checks are identified and recorded in the EAS system documentation and implemented in the system.
- Conduct and document a review of the EAS system development and program change control procedures to ensure that the EAS data dictionary is updated as database fields, and corresponding edit and validation checks are added or modified within the system. Implement all needed changes to the procedures.

The Agency generally agreed with the findings and recommendations.