



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

OFFICE OF
INSPECTOR GENERAL

May 9, 2016

MEMORANDUM

SUBJECT: Project Notification:
EPA's Use of Science and Research Federal Advisory Committees to
Improve Agency Performance
Project No. OPE-FY16-0024

FROM: Patrick Gilbride, Director /s/
Science, Research and Management Integrity Evaluations
Office of Program Evaluation

TO: *See Below*

The Office of Inspector General (OIG) of the U.S. Environmental Protection Agency (EPA) plans to begin preliminary research on internal controls the EPA has in place to engage science and research Federal Advisory Committee Act (FACA) committees and whether program offices use advice and recommendations received from the FACA committees at the EPA. This review is included in the OIG Annual Plan for fiscal year 2016.

We plan to determine: (1) what system(s) of controls the EPA has in place to engage with and manage the recommendations and advice from science and research FACA committees at EPA, and (2) whether the EPA's system(s) of controls are effective.

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 questions you may have about the audit 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 monthly status meetings held via phone or video conferencing.

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.

Erin Barnes-Weaver is the Project Manager for this assignment and can be reached at (303) 312-6871 or barnes-weaver.erin@epa.gov. Please do not hesitate to contact her, or me at (303) 312-6969 or gilbride.patrick@epa.gov, if you or your staff have any questions.

Addressees:

Donna Vizian, Acting Assistant Administrator, Office of Administration and Resources Management
Lek Kadeli, Principal Deputy Assistant Administrator for Management, Office of Research and Development

Elizabeth Shaw, Deputy Assistant Administrator, Office of Air and Radiation

Jim Jones, Assistant Administrator, Office of Chemical Safety and Pollution Prevention

Christopher Zarba, Director, Science Advisory Board Staff Office, Office of the Administrator

cc: Thomas Burke, Deputy Assistant Administrator and Science Advisor, Office of Research and Development

Denise Benjamin-Sirmons, Director, Office of Diversity, Advisory Committee Management and Outreach, Office of Administration and Resources Management

Jim Ketcham-Colwill, Designated Federal Officer, Clean Air Act Advisory Committee

Aaron Yeow, Designated Federal Officer, Clean Air Scientific Advisory Committee

Laura Bailey, Designated Federal Officer, Chemical Safety Advisory Committee & Federal Insecticide, Fungicide, and Rodenticide Act Scientific Advisory Panel

Tom Tracy, Designated Federal Officer, EPA Board of Scientific Counselors

Thomas Carpenter, Designated Federal Officer, EPA Science Advisory Board

Jim Downing, Designated Federal Officer, Human Studies Review Board

Dea Zimmerman, Designated Federal Officer, Pesticide Program Dialogue Committee

Glen Cuscino, Audit Follow-Up Coordinator, Office of the Administrator

Brandon McDowell, Audit Follow-Up Coordinator, Office of Administration and Resources Management

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