



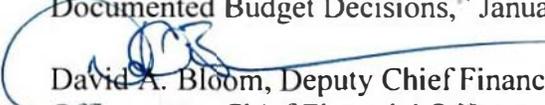
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

MAR 13 2018

OFFICE OF THE
CHIEF FINANCIAL OFFICER

MEMORANDUM

SUBJECT: Supplemental Response to the Office of Inspector General Report "EPA Has Not Reported to Congress on BEACH Act Progress as Statutorily Required or Fully Documented Budget Decisions," January 18, 2018, Report No. 18-P-0071

FROM:  David A. Bloom, Deputy Chief Financial Officer
Office Chief Financial Officer

TO: Kevin L. Christensen, Assistant Inspector General for Audit and Evaluation
Office of Inspector General

The Offices of the Chief Financial Officer and the Inspector General met on Tuesday, February 13, 2018, and agreed on corrective actions for Recommendation 4 concerning recordkeeping requirements regarding budget decisions. This will resolve Recommendation 4, which was shown in the final report as "unresolved with resolution efforts in progress."

OCFO agreed that it would work with the Office of Environmental Information to update the agency's record management policies and associated tools by September 30, 2018 (last revised on July 31, 2017) to address Recommendation 4:

"Based on the agency's National Records Management Program guidance and records schedules, develop and implement an annual checklist or other tool to demonstrate the office's compliance with recordkeeping requirements regarding budget decisions."

The updated guidance will address the record management requirements for storing budget formulation decision-making documents and policies, managing working papers, distinguishing between budget execution and formulation, and explaining applicable Freedom of Information Act requirements and exceptions.

If you have any questions or concerns regarding this supplemental response, please contact the OCFO Audit Liaison, Bob Trent, at (202) 566-0983.

cc: Howard Osborne
Carol Terris
Jeanne Conklin
Sherri Anthony
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Bob Trent