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

OFFICE OF
INSPECTOR GENERAL

February 6, 2019

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 Rudolph M. Brevard
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.

cc: Henry Darwin, Acting Deputy Administrator
Ryan Jackson, Chief of Staff
Assistant Administrators
Regional Administrators
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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
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