



U.S. Department of
Transportation
Office of the Secretary
of Transportation
Office of Inspector General

Memorandum

Subject: Audit Announcement – Audit of the Office of the
Assistant Secretary for Administration Spending
Priorities, Project No. 05F3012F000

Date: June 1, 2005

From: Theodore Alves 
Assistant Inspector General for Financial
and Information Technology Audits

Reply to
Attn. of: JA-20

To: Assistant Secretary for Administration

In response to a request from the Senate Subcommittee on Transportation, Treasury and General Government, Committee on Appropriations, we are initiating an audit of spending priorities, budget justifications, and the mission of the Office of the Assistant Secretary for Administration.

Our audit objectives will be to determine if the Office of the Assistant Secretary for Administration (1) has adequate support for budget requests, including funds to operate the Working Capital Fund, (2) supports DOT operations commensurate with the Office's mission, and (3) properly accounts for Working Capital Fund resources. Particularly, we will focus on the activities of the Office of Facilities and Transportation, the Office of the Senior Procurement Executive, and the Office of Information Services.

We will consider the results of the audit of the FY 2005 Working Capital Fund Financial Statements, and agreed-upon procedures performed by Williams, Adley and Company, LLP. We plan to begin our work in early June. We will contact the audit liaison to schedule an entrance conference date to discuss the planned audit. If you have any questions, please contact Earl Hedges, Program Director, or Mary Smothers, Project Manager, at 410-962-3612.

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cc: Martin Gertel