



**U.S. Department of
Transportation**

Office of the Secretary
of Transportation

Office of Inspector General
Washington, D.C. 20590

January 28, 2015

The Honorable Shaun Donovan
Director, Office of Management and Budget
725 17th Street, NW
Washington, DC 20503

Dear Director Donovan:

The Government Charge Card Abuse Prevention Act of 2012¹ requires us to report to the Office of Management and Budget (OMB) on the implementation of recommendations made to address findings of any analysis or audit of charge card and convenience check transactions or programs. OMB Memorandum M-13-21 further requires that we submit the report within 120 days of the end of the fiscal year. During fiscal year 2014, we issued one report² on the Department of Transportation's (DOT) travel card program. In our report, we made four recommendations to DOT and FAA program officials to strengthen travel card controls and reduce program costs. In response to the report, DOT agreed to implement our recommendations. In addition, one recommendation remains open from our fiscal year 2013 report on DOT's purchase card program.³ This letter's enclosure summarizes the status of each recommendation.

If you have any questions or need further information, please contact me at (202) 366-1407, or George Banks, Program Director, at (410) 962-1729.

Sincerely,

A handwritten signature in black ink, appearing to read "Louis C. King".

Louis C. King
Assistant Inspector General for Financial and Information Technology Audits

Enclosure

¹ Public Law 112-194

² *Actions Needed To Enforce Controls Over Travel Cards*, OIG Report No. FI-2014-129, September 18, 2014.

³ *Actions Needed To Enforce Controls Over Purchase Cards*, OIG Report No. FI-2013-116, July 25, 2013. OIG reports are available at <http://www.oig.dot.gov/>.

ENCLOSURE. DOT OFFICE OF INSPECTOR GENERAL CHARGE CARD RECOMMENDATIONS

Open Recommendation	Agency Official	Status
TRAVEL CARD REPORT NO. FI-2014-129		
1. Develop and implement controls to detect employees obtaining excessive cash advances.	DOT Assistant Secretary for Budget and Programs/Chief Financial Officer	Open, with target action date of 02/01/2015
2. Provide program officials with quarterly Intellilink reports to help identify cardholder cash advances taken while not on Government travel and develop other cost-beneficial methods to detect unauthorized cash advances.	DOT Assistant Secretary for Budget and Programs/Chief Financial Officer	Open, with target action date of 02/01/2015
3. Develop and implement automated controls to detect unauthorized cash advances and purchases.	DOT Assistant Secretary for Budget and Programs/Chief Financial Officer	Open, with target action date of 08/31/2015
4. Work with the Department to implement an automated solution, which reduces the costs associated with the labor-intensive process of comparing cardholder travel card activity to travel claims.	FAA Assistant Administrator for Finance and Management ⁴	Open, with target action date of 08/31/2015
PURCHASE CARD REPORT NO. FI-2013-116		
Revise purchase card policy to require Agency Program Coordinators to: a) verify that purchase cardholders have completed applicable refresher training requirements, and b) develop procedures to have cardholder privileges suspended when the requirement has not been met.	DOT Senior Procurement Executive	Open, revised target date 2/27/2015

⁴ The Federal Aviation Administration (FAA) accounts for approximately 80% of all DOT travel card activity. Accordingly, FAA maintains an internal program group to assist in the oversight of travel card activity, by FAA employees.