

Monthly Recommendations Report

Closed During August 2017



Office of Inspector General
Department of State
Broadcasting Board of Governors

Recommendation Status

As of August 31, 2017, the OIG Management Information System (MIS) reported the following recommendation counts:

		Unclassified	Sensitive and Classified	Total*
Open	State	404	287	742
	BBG	34	13	
Closed within Month	State	74	27	109
	BBG	4	0	
Newly Issued	State	37	10	52
	BBG	0	0	

*this total includes the following recommendations associated with the IBWC: Open Sensitive/Classified: +4; Closed: +2; Newly Issued: +5.

Recommendation Status Explained

Unresolved: No agreement between OIG and management on the recommendation or proposed corrective action (remains open).

Resolved: Agreement on the recommendation and proposed corrective action (remains open) but implementation has not been completed.

Closed: Agreed upon corrective action is complete.

Action Office: The organization to which a recommendation has been assigned for action.

Searching Explained

The recommendations are sorted alphabetically by action office, then by the date the report containing the recommendations was issued.

Use Ctrl+F within your internet browser to search for keywords within this PDF document.

Example searches:

- To find recommendations related to a particular bureau or office, type the name of that bureau or office. For example, "Office of the Deputy Secretary" or "Bureau of Diplomatic Security." [View the Department of State Organizational Chart](#) for more information on Department bureaus and offices.
- To find recommendations related to a particular embassy, type "Embassy" and the city in which the embassy is located. For example, "Embassy Berlin" or "Embassy Kabul."
- To find recommendations with a specific word or phrase, type the keyword. For example, "information technology" or "contracts."

Additional Information

- This report includes only unclassified information entered into our MIS system as of the last business day of the previous month. For example, the November report will include information in our system as of 4 P.M. on the last business day of October.
- Action office have up to 30 days after a report is issued to respond to newly issued recommendations.
- Questions? Contact the OIG [Office of Public Affairs](#).

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#	ACTION OFFICE	REPORT NUMBER	REPORT TITLE	ISSUE DATE	REC NUMBER	RECOMMENDATION	REC STATUS	REC CLOSE DATE
1	Bureau of Administration	AUD-SI-16-43	Compliance Follow-up Review of the Department of State's Implementation of Executive Order 13526, Classified National Security Information	9/20/2016	7	OIG recommends that the Bureau of Administration, in coordination with the Bureau of Human Resources, (a) conduct a staffing workload assessment of the Bureau of Administration, Office of Information Programs and Services, and (b) ensure that the office has, or will obtain, the adequate level of resources as determined by the assessment. The purpose of the assessment is to determine whether the Bureau of Administration has the appropriate level of resources necessary to establish and maintain an effective sustainable process for the development of the annual Agency Security Classification Management Program Data report and for sampling and reviewing classified documents required as part of a self-inspection under Executive Order 13526.	Closed - Implemented	8/8/2017
2	Bureau of Administration	AUD-SI-16-43	Compliance Follow-up Review of the Department of State's Implementation of Executive Order 13526, Classified National Security Information	9/20/2016	8	OIG recommends that the Bureau of Administration, in coordination with the Under Secretary for Management, develop and implement a standard operating procedure for periodically reviewing and updating the lists of positions in which personnel are authorized to make original classification decisions to ensure that these lists are current and accurate.	Closed - Implemented	8/8/2017
3	Bureau of Administration	ISP-I-17-10	Inspection of the Bureau of Population Refugees, and Migration	2/6/2017	6	The Bureau of Administration should determine whether the questioned costs of \$1,361,408 incurred under SAQMMA11F4076 and \$845,429 incurred under delivery order SAQMMA14F1425 in support of the Bureau of Population, Refugees, and Migration Enterprise System, as identified by OIG, are allowable, and recover any costs determined to be unallowable. (Action: A)	Closed - Implemented	8/4/2017
4	Bureau of Diplomatic Security	AUD-ACF-16-20	Compliance Follow-up Audit of the Process To Request and Prioritize Physical Security-Related Activities at Overseas Posts	12/15/2015	2	OIG recommends that the Assistant Secretary for the Bureau of Diplomatic Security send a cable to all post security officers and applicable post management emphasizing the importance of completing physical security surveys on time. The cable should instruct posts to dedicate sufficient resources to post security officers to meet their deadlines.	Closed - Implemented	8/23/2017

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5	Bureau of Diplomatic Security	AUD-ACF-16-20	Compliance Follow-up Audit of the Process To Request and Prioritize Physical Security-Related Activities at Overseas Posts	12/15/2015	4	OIG recommends that the Bureau of Diplomatic Security develop and implement standard policies and procedures for populating the Deficiencies Database with deficiencies from all potential sources. The policies and procedures should include specified timeframes for populating deficiencies into the database and approving them within reasonable timeframes once deficiencies have been identified.	Closed - Implemented	8/23/2017
6	Bureau of Diplomatic Security	ISP-C-16-18	Inspection of Compliance Follow-Up Review of The Bureau of Diplomatic Security, High Threat Programs Directorate	5/25/2016	2	The Bureau of Diplomatic Security should update the Foreign Affairs Manual to incorporate changes to the guidance on Post Security Program Reviews specific to high threat posts. (Action: DS)	Closed - Implemented	8/4/2017
7	Bureau of Near Eastern Affairs	AUD-FM-14-21	Audit of Department of State Use of Appropriated Funds Prior to Expiration and Cancelation	5/27/2014	3	OIG recommends that the Bureau of Near Eastern Affairs (NEA) enhance its funds management standard operating procedures to improve oversight of obligations. Specifically, NEA should include a requirement that the allotment holders review obligations monthly and that the review of obligations is independently monitored.	Closed - Implemented	8/8/2017
8	Bureau of Near Eastern Affairs	AUD-FM-14-21	Audit of Department of State Use of Appropriated Funds Prior to Expiration and Cancelation	5/27/2014	4	OIG recommends that the Bureau of Near Eastern Affairs determine whether the balance of \$741,545 in invalid unliquidated obligation identified by OIG is necessary and, if not, deobligate.	Closed - Implemented	8/8/2017
9	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	2	OIG recommends that the Bureau of Near Eastern Affairs require PAE Government Services, Inc., to immediately a) establish and implement a fuel inspection system in accordance with Federal Acquisition Regulation 52.246-2 and b) provide fuel inspection results to contracting officer's representatives that demonstrate conformance with all fuel quality standards outlined in the Baghdad Life Support Services contract.	Closed - Implemented	8/23/2017

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10	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	7	OIG recommends that the Bureau of Near Eastern Affairs develop and disseminate tools—such as quick reference matrices that identify key fuel quality requirements, equipment maintenance requirements, applicable Federal Acquisition Regulation requirements, and historical concerns or prior nonconformance with contract requirements—to assist contracting officer’s representatives and alternate contracting officer’s representatives with acclimating to the voluminous contract and technical requirements associated with the Baghdad Life Support Services and Operations and Maintenance Support Services contracts and task orders.	Closed - Implemented	8/23/2017
11	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	12	OIG recommends that the Bureau of Near Eastern Affairs develop reference guides that summarize contract requirements specific for fuel for the Baghdad Life Support Services and Operations and Maintenance Support Services contracts and provide the guides to all contracting officer’s representatives and alternate contracting officer’s representatives assigned to those contracts.	Closed - Implemented	8/23/2017
12	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	13	OIG recommends that the Bureau of Near Eastern Affairs document all instances of contract nonconformance with regard to fuel deliveries in support of the annual review of PAE Government Services, Inc.’s, performance to be recorded in the Contractor Performance Assessment Reporting System.	Closed - Implemented	8/23/2017

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13	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	15	OIG recommends that the Bureau of Near Eastern Affairs update its "Contracting Officer's Representative (COR) File Audit Plan" to include a requirement for the contracting officer's representatives for the Baghdad Life Support Services and Operations and Maintenance Support Services contracts to conduct monthly reviews of the contracting officer's representative files for sufficiency of oversight documents, such as documentation regarding the acceptability of goods and services, site-visit results, and copies of all correspondence and synopses of telephone calls to and from the contractor and contracting officer, to accurately report contractor performance in the Contractor Performance Assessment Reporting System.	Closed - Implemented	8/23/2017
14	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	16	OIG recommends that the Bureau of Near Eastern Affairs update its "Contracting Officer's Representative (COR) File Audit Plan" to include a requirement for departing contracting officer's representatives to a) certify that contract files are complete in accordance with the Bureau of Administration, Office of the Procurement Executive, Procurement Information Bulletin 2014-10, and b) maintain a copy of the certification in the contract files.	Closed - Implemented	8/23/2017
15	Bureau of Near Eastern Affairs	AUD-MERO-17-16	Audit of the Oversight of Fuel Acquisition and Related Services Supporting Department of State Operations in Iraq	12/12/2016	17	OIG recommends that the Bureau of Near Eastern Affairs, in coordination with its Contract Management Office in Frankfurt, Germany, update its Invoice Review Processes and Procedures standard operating procedure with the requirement for invoice reviewers to verify that domestic fuel prices invoiced by contractors correspond to the domestic fuel prices established by the Oil Products Distribution Company, for all fuel purchased and invoiced in Iraq.	Closed - Implemented	8/23/2017
16	Bureau of Overseas Buildings Operations	AUD-MERO-13-33	Audit of the U.S. Mission Iraq Staffing Process	8/13/2013	3	OIG recommends that the Bureau of Overseas Buildings Operations, in coordination with U.S. Embassy Baghdad, develop a strategic facilities plan for construction and maintenance that reflects the results of a systematic analysis of staffing requirements.	Closed - Acceptable Alternative	8/16/2017

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17	Bureau of Political-Military Affairs	AUD-MERO-17-49	Audit of the Conventional Weapons Destruction Program in Afghanistan, Iraq, and Lebanon	8/1/2017	1	OIG recommends the Bureau of Political-Military Affairs conduct risk assessments and develop monitoring plans for the five grants identified in Table 2.	Closed - Implemented	8/1/2017
18	Bureau of Political-Military Affairs	AUD-MERO-17-49	Audit of the Conventional Weapons Destruction Program in Afghanistan, Iraq, and Lebanon	8/1/2017	2	OIG recommends the Bureau of Political-Military Affairs conduct annual reviews of all risk assessments and monitoring plans for the twelve grants identified in Table 3 and update the plans as necessary.	Closed - Implemented	8/1/2017
19	Bureau of Political-Military Affairs	AUD-MERO-17-49	Audit of the Conventional Weapons Destruction Program in Afghanistan, Iraq, and Lebanon	8/1/2017	4	OIG recommends the Bureau of Political-Military Affairs develop and implement a risk mitigation strategy for all risks identified for the 10 grants identified in Table 4.	Closed - Implemented	8/1/2017
20	Bureau of Population, Refugees, and Migration	AUD-MERO-15-22	Audit of Department of State Humanitarian Assistance in Response to the Syrian Crisis	3/27/2015	4	OIG recommends that the Bureau of Population, Refugees and Migration implement procedures to perform periodic reviews of assigned award files to ensure that Form DS-4012 is completed in accordance with Grants Policy Directive 23, Federal Assistance File Folder, Form DS-4012.	Closed - Implemented	8/10/2017
21	Bureau of Population, Refugees, and Migration	ISP-I-17-10	Inspection of the Bureau of Population Refugees, and Migration	2/6/2017	2	The Bureau of Population, Refugees, and Migration should implement a staffing plan as part of its FY 2019 Bureau Resource Request. (Action: PRM)	Closed - Implemented	8/4/2017
22	Bureau of Population, Refugees, and Migration	ISP-I-17-10	Inspection of the Bureau of Population Refugees, and Migration	2/6/2017	5	The Bureau of Population, Refugees, and Migration, in coordination with the Bureau of Administration, should implement internal control procedures for delivery order SAQMMA14F1425 to prevent spending in excess of the contract ceilings. (Action: PRM, in coordination with A).	Closed - Implemented	8/4/2017
23	Bureau of South and Central Asian Affairs	AUD-CG-14-37	Management Assistance Report Termination of Construction Grants to Omran Holding Group	9/18/2014	4	OIG recommends that the Bureau of South and Central Asian Affairs require Omran Holding Group to demolish the existing structure at Balkh University, at Omran Holding Group's expense, within a reasonable timeframe as determined by the grants officer and verify that the structure has been demolished with no cost to the Department.	Closed - Implemented	8/23/2017
24	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	3	Embassy Accra should include risk assessment and monitoring plans with risk mitigation strategies as documented elements in all public diplomacy grant files. (Action: Embassy Accra)	Closed - Implemented	8/16/2017

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25	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	4	Embassy Accra, in coordination with the Bureau of Consular Affairs, should implement a training plan for the embassy's Consular Section. (Embassy Accra, in coordination with CA)	Closed - Implemented	8/16/2017
26	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	6	Embassy Accra should prepare an annual acquisition plan and conduct market research to identify the best contract method for competition and potential cost savings. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
27	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	7	Embassy Accra should implement standard operating procedures for maintaining contract files as required by Federal regulations. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
28	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	9	Embassy Accra should complete the ratification process for its three unauthorized commitments. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
29	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	10	Embassy Accra should institute access controls at its off-site warehouse in accordance with Department standards. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
30	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	11	Embassy Accra should conduct an inventory of all spare parts and report any missing property in accordance with Department standards. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
31	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	12	Embassy Accra should enforce controls on fuel consumption in accordance with Department standards. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
32	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	13	Embassy Accra should implement controls over residential and chancery fuel deliveries that include oversight and spot checks. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
33	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	15	Embassy Accra should establish internal control procedures regarding access to medical supplies, controlled substances, and prescription drugs in accordance with Department standards. (Action: Embassy Accra)	Closed - Implemented	8/16/2017
34	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	19	Embassy Accra should document formal approval from the Counter Intelligence Working Group for the embassy's wireless dedicated internet network in accordance with Department standards. (Action: Embassy Accra)	Closed - Implemented	8/16/2017

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35	Embassy Ankara	ISP-I-16-24A	Inspection of Embassy Ankara, Turkey	9/9/2016	18	Embassy Ankara should update its Merit Based Compensation Handbook. (Action: Embassy Ankara)	Closed - Implemented	8/30/2017
36	Embassy Ankara	ISP-I-16-24A	Inspection of Embassy Ankara, Turkey	9/9/2016	19	Embassy Ankara should pay Prompt Payment Act interest fees on late payments. (Action: Embassy Ankara)	Closed - Implemented	8/30/2017
37	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	1	Embassy Colombo should require and train employees to transmit official record correspondence using State Messaging and Archive Retrieval Toolset archive record emails, in accordance with Department guidance. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
38	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	2	Embassy Colombo should dispose of Political Section paper files in accordance with the Department's Foreign Records Disposition Schedules. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
39	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	3	Embassy Colombo should establish a strategic planning process for Public Affairs Section activities in accordance with Department standards. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
40	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	4	Embassy Colombo should require supervisors to approve non-emergency overtime in advance. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
41	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	5	Embassy Colombo should enforce the requirement that only the designated billing office receive invoices. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
42	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	6	Embassy Colombo should enforce the requirement that sub-cashier supervisors complete unannounced cash verifications. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
43	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	7	Embassy Colombo should comply with Department guidance applicable to management of its bulk fuel supplies. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
44	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	8	Embassy Colombo should evaluate and certify its Purchase Card Program. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
45	Embassy Colombo	ISP-I-17-14	Inspection of Embassy Colombo, Sri Lanka	4/12/2017	9	Embassy Colombo should establish a motor vehicle key control system. (Action: Embassy Colombo)	Closed - Implemented	8/22/2017
46	Embassy Freetown	ISP-I-17-16	Inspection of Embassy Freetown, Sierra Leone	5/4/2017	1	Embassy Freetown should review and correct its process for preparing the annual Statement of Assurance to ensure vulnerabilities are identified and appropriate corrective actions are taken. (Action: Embassy Freetown)	Closed - Implemented	8/23/2017

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47	Embassy Freetown	ISP-I-17-16	Inspection of Embassy Freetown, Sierra Leone	5/4/2017	3	Embassy Freetown should comply with Department standards for crisis preparedness. (Action: Embassy Freetown)	Closed - Implemented	8/23/2017
48	Embassy Freetown	ISP-I-17-16	Inspection of Embassy Freetown, Sierra Leone	5/4/2017	5	Embassy Freetown, in coordination with the Bureau of Comptroller and Global Financial Services, should clear all unprocessed and rejected transactions in accordance with Department guidelines. (Action: Embassy Freetown, in coordination with CGFS)	Closed - Implemented	8/23/2017
49	Embassy Freetown	ISP-I-17-16	Inspection of Embassy Freetown, Sierra Leone	5/4/2017	9	Embassy Freetown, in coordination with the Bureau of Human Resources, should update its locally employed staff human resources handbook and local compensation plan to reflect the Government of Sierra Leone's labor law. (Embassy Freetown, in coordination with DGHR)	Closed - Implemented	8/23/2017
50	Embassy Islamabad	ISP-I-17-11A	Inspection of Embassy Islamabad, Pakistan	2/23/2017	1	Embassy Islamabad, in coordination with the Bureau of International Narcotics and Law Enforcement Affairs, should perform risk assessments of all agencies and sub-agencies receiving its government-to-government assistance. (Action: Embassy Islamabad, in coordination with INL)	Closed - Implemented	8/4/2017
51	Embassy Kingston	ISP-I-17-25A	Inspection of Emergency Preparedness and Residential Security at Embassy Kingston, Jamaica	6/20/2017	1	Embassy Kingston should test its high-frequency radio network in accordance with Department standards. (Action: Embassy Kingston)	Closed - Implemented	8/24/2017
52	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	2	Embassy Luanda should include risk assessment and monitoring plans with risk mitigation strategies as documented elements in all public diplomacy grant files. (Action: Embassy Luanda)	Closed - Implemented	8/7/2017
53	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	3	Embassy Luanda should implement management controls over its fuel coupon system. (Action: Embassy Luanda)	Closed - Implemented	8/7/2017
54	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	4	Embassy Luanda should establish a system for control of all keys to official vehicles, including a vehicle key control log for issuance and return of vehicle keys. (Action: Embassy Luanda)	Closed - Implemented	8/7/2017
55	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	5	Embassy Luanda should establish a comprehensive currency exchange policy for American employees. (Action: Embassy Luanda)	Closed - Implemented	8/7/2017

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56	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	10	Embassy Luanda should conduct annual information technology contingency plan testing of the unclassified network in accordance with Department standards. (Action: Embassy Luanda)	Closed - Implemented	8/7/2017
57	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	11	Embassy Luanda should establish a Local Information Technology Configuration Control Board in compliance with Department standards. (Action: Embassy Luanda)	Closed - Implemented	8/7/2017
58	Embassy Quito	ISP-I-16-27	Inspection of Embassy Quito, Ecuador	9/21/2016	5	Embassy Quito should ensure that all necessary building maintenance engineering contracts are in place for Embassy Quito and Consulate General Guayaquil. (Action: Embassy Quito)	Closed - Implemented	8/23/2017
59	Embassy Rangoon	ISP-I-17-05A	Inspection of Embassy Rangoon, Burma	1/12/2017	3	Embassy Rangoon should complete grants closeouts. (Action: Embassy Rangoon)	Closed - Implemented	8/23/2017
60	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	4	Embassy Tel Aviv, in coordination with the Bureau of Near Eastern Affairs and the Bureau of Human Resources, should eliminate one of its four office management specialist positions in the Economic and Political Sections. (Action: Embassy Tel Aviv, in coordination with NEA and DGHR)	Closed - Implemented	8/8/2017
61	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	5	Embassy Tel Aviv should complete and publish a Public Diplomacy Implementation Plan and a Public Diplomacy Country Context in accordance with Department guidance. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
62	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	6	Embassy Tel Aviv should complete risk assessments and develop monitoring plans for Public Affairs Section Federal assistance awards using Department approved formats. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
63	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	8	Embassy Tel Aviv should implement a consular fee deposit schedule and require daily and monthly fee collection reports at the Haifa Consular Agency that comply with Department standards for internal consular management controls. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
64	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	9	Embassy Tel Aviv should require Haifa Consular Agency personnel to complete all required training and provide them the equipment necessary to access the Department system via internet to do so. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017

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65	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	13	Embassy Tel Aviv should require all chauffeurs and incidental drivers under Chief of Mission authority to take the required Smith Safety driver training. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
66	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	14	Embassy Tel Aviv should require that all chauffeurs and incidental drivers under Chief of Mission authority have the appropriate medical clearances before driving U.S. Government vehicles. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
67	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	15	Embassy Tel Aviv should implement a program to establish oversight of driver performance and enforce appropriate disciplinary procedures. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
68	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	17	Embassy Tel Aviv should transfer the responsibility for maintaining shuttle bus coupons and gas cards from the cashier office to another section or seek a waiver from the Bureau of the Comptroller and Global Financial Services to allow the cashiers to continue as custodians for the coupons and gas cards. (Action: Embassy Tel Aviv)	Closed - Implemented	8/8/2017
69	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	19	Embassy Tel Aviv should implement standard operating procedures for Information Systems Security Officer duties. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
70	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	22	Embassy Tel Aviv should implement standard operating procedures for managing and tracking dedicated internet networks and register those networks with the Bureau of Information Resource Management. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
71	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	23	Embassy Tel Aviv should implement standard operating procedures for managing mobile devices that include authorization, issuance, tracking, and inventory. (Action: Embassy Tel Aviv)	Closed - Implemented	8/7/2017
72	Office of the Deputy Secretary of State for Management and Resources	ISP-16-14	Management Assistance Report: Foreign Assistance Sustainability Is Not Clearly Defined in the Foreign Affairs Manual	4/12/2016	1	The Office of the Deputy Secretary for Management and Resources should update Volume 18 – 005 of the Foreign Affairs Manual to clearly articulate Department guidance on incorporating sustainability into foreign assistance programs. (Action:D-MR)	Closed - Implemented	8/22/2017

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#	ACTION OFFICE	REPORT NUMBER	REPORT TITLE	ISSUE DATE	REC NUMBER	RECOMMENDATION	REC STATUS	REC CLOSE DATE
73	Office of the Procurement Executive	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	8	OIG recommends that the Bureau of Administration, Office of the Procurement Executive, establish a policy to award new Syrian non-lethal assistance through cooperative agreements so that the bureaus involved will be better positioned to monitor the vetting of implementing partners' staff and assistance recipients.	Closed - Implemented	8/25/2017
74	Office of the Procurement Executive	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	9	OIG recommends that the Bureau of Administration, Office of the Procurement Executive, notify the bureaus to include needed Risk Analysis and Management vetting time in grant performance periods when awarding grants for non-lethal Syrian assistance and incorporate this instruction within its consolidated vetting guidance in Recommendation 1.	Closed - Implemented	8/25/2017
75	Broadcasting Board of Governors	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	3	The Broadcasting Board of Governors should require the Middle East Broadcasting Networks to ensure its property standard operating procedures are compliant with relevant regulations. (Action: BBG, in coordination with MBN)	Closed - Implemented	8/17/2017
76	Broadcasting Board of Governors	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	5	The Broadcasting Board of Governors should require Middle East Broadcasting Networks to implement property disposal procedures and controls in accordance with Federal regulations. (Action: BBG, in coordination with MBN)	Closed - Implemented	8/17/2017
77	Broadcasting Board of Governors	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	6	The Broadcasting Board of Governors should revise its grant agreement with the Middle East Broadcasting Networks to require formal policies with standards to govern information technology operations and information systems security. (Action: BBG)	Closed - Implemented	8/17/2017
78	Broadcasting Board of Governors	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	7	The Broadcasting Board of Governors should require the Middle East Broadcasting Networks to prepare a fire evacuation plan, conduct a fire drill, and train all headquarters employees on all shifts on an annual basis. (Action: BBG, in coordination with MBN)	Closed - Implemented	8/17/2017