

Monthly Recommendations Report

July 31, 2018



Office of Inspector General
Department of State
Broadcasting Board of Governors

Recommendation Status

As of July 31, 2018, the OIG Management Information System (MIS) reported the following recommendation counts:

		Unclassified	Sensitive and Classified	Total
Open	State	579	381	1014*
	BBG	30	15	
Closed within Month	State	37	30	68
	BBG	1	0	
Newly Issued	State	1	1	2
	BBG	0	0	

*this total includes the following recommendations associated with the IBWC: Open Sensitive: +9.

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 Congressional and Public Affairs](#).

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#	ACTION OFFICE	REPORT NUMBER	REPORT TITLE	ISSUE DATE	REC NUMBER	RECOMMENDATION	REC STATUS
1	Bureau of Administration	ESP-16-01	Evaluation of the Department of State's FOIA Processes for Requests Involving the Office of the Secretary	1/7/2016	1	The Bureau of Administration should identify necessary permanent personnel as part of FOIA workforce planning efforts and quickly acquire those resources so the Department can comply with applicable law and improve the timeliness of FOIA searches and responses.	Resolved
2	Bureau of Administration	AUD-FM-16-47	Audit of Department of State Strategic Sourcing Efforts	9/7/2016	10	OIG recommends that the Bureau of Administration, in coordination with the Strategic Sourcing Council (Recommendation 1), develop and implement a process to track bureau and office compliance with Department requirements to use strategic sourcing initiatives.	Resolved
3	Bureau of Administration	AUD-FM-16-47	Audit of Department of State Strategic Sourcing Efforts	9/7/2016	11	OIG recommends that the Bureau of Administration, in coordination with the Strategic Sourcing Council (Recommendation 1), develop and implement controls to prohibit users from ordering office supplies from vendors other than the approved Federal Strategic Sourcing Initiative office supply vendors without obtaining a valid waiver.	Resolved
4	Bureau of Administration	AUD-MERO-17-33	Aspects of the Invoice Review Process Used by the Bureau of Near Eastern Affairs to Support Contingency Operations in Iraq Need Improvement	3/3/2017	8	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, develop and implement a) a methodology to calculate the cost associated with the contractor not meeting performance metrics and b) a process to reduce payment to the contractor when contractual requirements are not being met. This methodology and process should be included in all current and future Bureau of Near Eastern Affairs Iraq contracts.	Resolved
5	Bureau of Administration	ISP-17-33	Management Assistance Report: Improved Oversight Needed to Standardize the Use of Risk Assessments and Monitoring Plans for Overseas Grants	7/10/2017	1	The Bureau of Administration, in coordination with the Foreign Service Institute, should accelerate development of updated online training that adequately explains risk assessment and monitoring plan requirements for grants and cooperative agreements. (Action: A, in coordination with FSI)	Resolved

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#	ACTION OFFICE	REPORT NUMBER	REPORT TITLE	ISSUE DATE	REC NUMBER	RECOMMENDATION	REC STATUS
6	Bureau of Administration	ISP-17-31	Inconsistent Guidance Governing Property Controls Over Mobile Devices Left Department at Risk of Wasteful Spending	8/14/2017	1	The Bureau of Administration should publish specific, clear and consistent guidance and procedures for the management, inventory, and tracking of smart phones and similar mobile devices. (Action: A)	Resolved
7	Bureau of Administration	ISP-17-31	Inconsistent Guidance Governing Property Controls Over Mobile Devices Left Department at Risk of Wasteful Spending	8/14/2017	2	The Bureau of Administration, in coordination with the Bureau of Information Resource Management, should issue comprehensive guidance mandating the use of the Office of Mobile and Remote Access for procurement of mobile devices and service plans. (Action: A, in coordination with IRM)	Resolved
8	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	1	OIG recommends the Bureau of Administration develop and implement a plan to use independent economic data to determine post allowance rates where such data for post exist.	Resolved
9	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	2	OIG recommends the Bureau of Administration re-determine and update by the end of FY 2018 post allowance rates using independent economic data where such data for post exist. Once the rates have been updated, the Bureau of Administration should determine the amount saved by implementing the new rates. OIG determined that using independent, economic data would have saved the Department approximately \$18.2 million between FY 2013 and FY 2015 for six posts tested (that is, funds that could have been put to better use).	Resolved
10	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	3	For cases in which independent cost-of-living indexes are not available to establish post allowance rates, OIG recommends that the Bureau of Administration revise and distribute updated policies and procedures to posts related to the post allowance rate methodology that provide detailed procedures for (a) collecting and summarizing living pattern questionnaires in eAllowances, and (b) collecting prices that reflect the requirements outlined in the Department of State Standardized Regulations on the retail price schedule Parts 3 and 4.	Resolved

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11	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	4	For cases in which independent cost-of-living indexes are not available to establish post allowance rates, OIG recommends that the Bureau of Administration revise and distribute updated internal procedures for calculating post allowances to include detailed instructions to (a) verify post living pattern questionnaire summary information in eAllowances with hard copies provided by post, and (b) remove inappropriate or unreasonable prices from the retail price schedule in a consistent manner across all subcategories of goods, including the use of independent data when available.	Resolved
12	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	5	For cases in which independent cost-of-living indexes are not available to establish post allowance rates, OIG recommends that the Bureau of Administration conduct and formally document an analysis to determine how to make the Washington, DC, prices used in the post allowance rate calculations reflective of the consumption patterns of the average salary level for a post employee stationed in a foreign area so that data are comparable between Washington, DC, and the overseas post. The Bureau of Administration should implement changes as necessary as a result of its analysis.	Resolved
13	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	6	OIG recommends the Bureau of Administration revise the Department of State Standardized Regulations for changes in the post allowance methodology as a result of implementing recommendations from this report.	Resolved
14	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	7	OIG recommends that the Bureau of Administration develop and implement standard operating procedures to specify how analysts maintain and update the base schools list.	Resolved

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15	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	9	OIG recommends that the Bureau of Administration develop and implement standard operating procedures to maintain and update an independent list of the conclusions related to the adequacy of Department of State-assisted schools.	Resolved
16	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	10	OIG recommends that the Bureau of Administration review and update voluntary and involuntary separate maintenance allowance rates in accordance with its internal standard operating procedures and update the rates in the Department of State Standardized Regulations accordingly.	Resolved
17	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	11	OIG recommends that the Bureau of Administration develop and implement internal controls to ensure separate maintenance allowance rates are reviewed annually, as required.	Resolved
18	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	12	OIG recommends that the Bureau of Administration develop and implement internal controls to ensure analysts document the results of their reviews and supervisors validate the procedures used to determine separate maintenance allowance rates.	Resolved
19	Bureau of Administration	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	13	OIG recommends that the Bureau of Administration, in coordination with the Bureau of the Comptroller and Global Financial Services, determine and report to OIG the amount saved for the first pay period after the recalculated separate maintenance allowance rates is applied [Recommendation 10], which OIG estimated would have been \$1.7 million from FY 2013 through FY2015.	Resolved
20	Bureau of Administration	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	4	The Bureau of Administration, in coordination with the Bureau of Information Resource Management, should review contracting activities in the Office of Governance, Resource, and Performance Management, and bring them into compliance with Department standards. (Action: A, in coordination with IRM)	Resolved

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21	Bureau of Administration	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	5	The Bureau of Administration, in coordination with the Bureau of Information Resources Management, should assign additional Contracting Officer's Representatives and Government Technical Monitors to oversee the contracts managed in Office of Governance, Resource, and Performance Management and transfer relevant contract files to those individuals. (Action: A, in coordination with IRM)	Resolved
22	Bureau of Administration	AUD-FM-18-44	Audit of the Department of State's Process to Identify and Transfer Excess Working Capital Funds	6/27/2018	1	OIG recommends that the Bureau of Administration revise and update policies and procedures for determining appropriate Working Capital Fund fees for each cost center. The updated policies and procedures should include, at a minimum, guidance on how to estimate the amount of funds needed to maintain operations for each cost center, including revenue, expenses, and overhead amounts. The procedures should also include guidance on determining appropriate target carry forward fund amounts for each cost center, estimated costs of capital improvements, instructions on documenting and retaining analyses and calculations, and documentation for establishing a reasonable maximum threshold for carry forward balances for each cost center.	Started
23	Bureau of Administration	AUD-FM-18-44	Audit of the Department of State's Process to Identify and Transfer Excess Working Capital Funds	6/27/2018	2	OIG recommends that the Bureau of Administration develop and implement a policy for maintaining historical documentation of fees charged for goods and services of the Working Capital Fund and carry forward fund amount determinations. The policy, at a minimum, should include keeping a documented list of previous fees and carry forward fund amounts and the basis by which they were determined, as required by the Government Accountability Office's Standards for Internal Control in the Federal Government and the Department of State Domestic Records Disposition Schedule.	Resolved

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24	Bureau of Administration	AUD-FM-18-44	Audit of the Department of State's Process to Identify and Transfer Excess Working Capital Funds	6/27/2018	4	OIG recommends that the Bureau of Administration, as part of its annual review of the Working Capital Fund cost centers and in coordination with the Bureau of Budget and Planning, determine the amount of excess earnings in the Working Capital Fund for FY 2018, report the results to OIG, and remit the identified excess to the U.S. Department of the Treasury, as required by 22 U.S. Code § 2684.	Resolved
25	Bureau of African Affairs	AUD-CG-14-07	Audit of Department of State Selection and Positioning of Contracting Officer's Representatives	1/31/2014	2	OIG recommends that the Bureau of African Affairs not use contractors to perform contract administration and oversight tasks to avoid assigning inherently governmental, critical, or closely related functions to contractors, as prohibited by the Federal Acquisition Regulation.	Resolved
26	Bureau of African Affairs	AUD-CG-14-31	Audit of the Administration and Oversight of Contracts and Grants Within the Bureau of African Affairs	8/12/2014	5	OIG recommends that the Bureau of African Affairs discontinue the use of site coordinators in locations that allow Government personnel to work within that country and develop and implement processes to ensure that contracting officer's representatives and government technical monitors with the appropriate levels of Federal Acquisition Certification for Contracting Officer's Representatives are officially delegated to conduct oversight of their assigned contracts.	Resolved
27	Bureau of African Affairs	AUD-CG-14-31	Audit of the Administration and Oversight of Contracts and Grants Within the Bureau of African Affairs	8/12/2014	24	OIG recommends that Bureau of African Affairs Grants Officer Representatives (GOR) assess the risk of ongoing grants and identify and re-classify high-risk grant recipients. For each high-risk recipient, GORs should develop a risk mitigation strategy that includes changes to oversight and a corrective action plan.	Resolved
28	Bureau of African Affairs	ISP-I-18-01	Inspection of the Bureau of African Affairs	10/19/2017	1	The Bureau of African Affairs should review its roster of reemployed annuitants and terminate the appointments of those who meet its criteria for non-extension of appointment. (Action: AF)	Resolved

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29	Bureau of African Affairs	ISP-I-18-01	Inspection of the Bureau of African Affairs	10/19/2017	2	The Bureau of African Affairs, in coordination with the Office of the U.S. Global AIDS Coordinator and Health Diplomacy, should update the President's Emergency Plan for AIDS Relief agreement to define roles and responsibilities for funds control, staffing, and financial reporting. (Action: AF, in coordination with S/GAC)	Resolved
30	Bureau of African Affairs	ISP-I-18-01	Inspection of the Bureau of African Affairs	10/19/2017	3	The Bureau of African Affairs should conduct and document management reviews twice a year for procurement and property management functions. (Action: AF)	Resolved
31	Bureau of African Affairs	ISP-I-18-01	Inspection of the Bureau of African Affairs	10/19/2017	4	The Bureau of African Affairs should require the designated Domestic Information Systems Security Officers to regularly perform and document their information systems security officer responsibilities and complete required training. (Action: AF)	Resolved
32	Bureau of African Affairs	ISP-I-18-01	Inspection of the Bureau of African Affairs	10/19/2017	5	The Bureau of African Affairs should implement a records management program that complies with Department standards. (Action: AF)	Resolved
33	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	1	The Bureau of African Affairs should undertake a review of its foreign assistance programs to align policy, planning, resources, and program decision-making. (Action: AF)	Resolved
34	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	2	The Bureau of African Affairs should strengthen oversight of foreign assistance program offices by realigning responsibilities to provide coordinated senior-level leadership over foreign assistance program management. (Action: AF)	Resolved
35	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	3	The Bureau of African Affairs should document its foreign assistance business processes, including administrative responsibilities and internal control procedures for project planning, funds management, human resources, contract and grants management, and risk management. (Action: AF)	Resolved

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36	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	4	The Bureau of African Affairs should identify duplicative and fragmented administrative functions related to monitoring and evaluation, invoice reviews, and procurement, and consolidate functions to improve program efficiency. (Action: AF)	Resolved
37	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	5	The Bureau of African Affairs should develop a bureau-wide process to reclassify foreign assistance funds before the funds cancel. (Action: AF)	Resolved
38	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	6	The Bureau of African Affairs should implement mechanisms to track information on foreign assistance programs and provide financial and program reports to the bureau's senior leadership on core program management responsibilities. (Action: AF)	Resolved
39	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	7	The Bureau of African Affairs should implement risk management policies and procedures for foreign assistance that incorporate measures to further reduce the likelihood that foreign assistance will inadvertently finance terrorist activities. (Action: AF)	Resolved
40	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	9	The Bureau of African Affairs, in coordination with the Bureau of Administration, should develop a customized risk assessment template for Federal financial assistance to accurately assess and mitigate risks specific to programs in Africa. (Action: AF, in coordination with A)	Resolved
41	Bureau of African Affairs	ISP-I-18-02	Inspection of the Bureau of African Affairs' Foreign Assistance Program Management	10/26/2017	10	The Bureau of African Affairs should complete required monitoring and evaluation reports, as specified in individual Federal assistance monitoring plans. (Action: AF)	Resolved
42	Bureau of African Affairs	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	1	The Bureau of African Affairs, in coordination with Embassy Djibouti, should restructure the staffing of the Political-Economic Section to more effectively support the embassy's Integrated Country Strategy goals (Action: AF, in coordination with Embassy Djibouti)	Resolved

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43	Bureau of African Affairs	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	10	The Bureau of African Affairs, in coordination with Embassy Addis Ababa, should send an experienced senior management officer to Embassy Addis Ababa to establish an internal control system that complies with Department standards. (Action: AF, in coordination with Embassy Addis Ababa)	Resolved
44	Bureau of Budget and Planning	AUD-FM-18-44	Audit of the Department of State's Process to Identify and Transfer Excess Working Capital Funds	6/27/2018	3	OIG recommends that the Bureau of Budget and Planning develop and implement procedures for determining excess earnings within the Working Capital Fund on an annual basis, as required by 22 U.S. Code § 2684. The procedures, at a minimum, should include a methodology to determine the amount of excess earnings in the Working Capital Fund, a process to communicate the determination to the Secretary of State, and the manner in which excess earnings will be remitted to the U.S. Department of the Treasury when determined to be in excess to the needs of the fund.	Resolved
45	Bureau of Consular Affairs	ISP-I-17-04	Inspection of the Bureau of Consular Affairs, Office of Consular Systems and Technology	12/9/2016	24	The Bureau of Consular Affairs should direct the Office of Consular Systems and Technology to review the \$18.54 million of unliquidated obligations for contracts that require close out and document justifications of remaining prior year balances. (Action: CA)	Resolved
46	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	1	OIG recommends that the Bureau of Consular Affairs immediately set the fee amounts charged for Machine Readable Visas in accordance with Office of Management and Budget Circular A-25 and applicable fee statutes.	Resolved
47	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	2	OIG recommends that the Bureau of Consular Affairs, in coordination with the Bureau of Budget and Planning, (a) propose legislative changes, as suggested by Office of Management and Budget Circular A-25, to allow it to retain all consular fees collected or (b) seek appropriated funds during the annual budgeting process for any projected funding shortfalls created by not being allowed to retain all consular fees collected.	Resolved

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48	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	4	OIG recommends that the Bureau of Consular Affairs conduct an analysis to determine and formally document in its procedures, a reasonable maximum threshold for carry forward balances for each consular fee. Carry forward balances should be adequately precise and adequately explained estimates of actual costs. This determination should consider known and anticipated Consular and Border Security Program costs.	Resolved
49	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	5	OIG recommends that the Bureau of Consular Affairs design, implement, and formally document a procedure to review prior-year net financial results annually to determine whether the fee-setting methodology should be adjusted. The procedure should include a process to determine the effect of excess revenue and carry forward balances on the fee levels.	Resolved
50	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	6	OIG recommends that the Bureau of Consular Affairs remit unobligated balances that exceed the carry forward threshold (Recommendation 4), which OIG reported as \$284 million in funds that could be put to better use for FY 2017, to the Department of the Treasury.	Started
51	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	7	OIG recommends that the Bureau of Consular Affairs develop and implement policies and procedures that standardize the documentation used to determine consular fees and develop retention guidance for the supporting documentation to ensure historical source files and other information supporting consular fee calculations are available. The policy and procedures should include guidance on documenting changes made to data before the data are entered into the Bureau of Consular Affairs Cost of Service Model.	Resolved

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52	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	8	OIG recommends that the Bureau of Consular Affairs develop and implement a quality control program to ensure data entered into the Cost of Service Model are complete and accurate. This program should include processes to validate data obtained from one source by comparing it to data maintained in other systems or databases.	Resolved
53	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	9	OIG recommends that the Bureau of Consular Affairs develop standardized reports within the Travel Documents Issuance System and Consular Consolidated Database to ensure the complete, accurate, and consistent generation of workload counts related to providing consular services.	Resolved
54	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	10	OIG recommends that the Bureau of Consular Affairs develop and implement procedures to include only actual expenditures in the Cost of Service Model and eliminate non-expenditure items (such as obligations and allotments) from the cost inputs entered into the model.	Resolved
55	Bureau of Consular Affairs	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	11	OIG recommends that the Bureau of Consular Affairs, in coordination with the Bureau of the Comptroller and Global Financial Services, obtain read-only access within the Department's financial management system to all financial information related to the Consular and Border Security Program fund codes, including revenue and expenditure information from other Department of State bureaus.	Resolved
56	Bureau of Consular Affairs	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	8	The Bureau of Consular Affairs should issue guidance in 9 Foreign Affairs Manual for consular officers explaining how to determine potential visa ineligibilities under 8 U.S.C. 1182e. (Action: CA)	Resolved
57	Bureau of Consular Affairs	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	5	The Bureau of Consular Affairs, in coordination with the Bureau of Human Resources, should reclassify the grade levels of the Consular Section chief position and one of the First- and Second-Tour consular officer positions in Embassy Djibouti. (Action: CA, in coordination with DGHR)	Resolved

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58	Bureau of Consular Affairs	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	5	The Bureau of Consular Affairs, in coordination with Embassy Riyadh and the Bureaus of Diplomatic Security, Intelligence and Research, and Near Eastern Affairs, should establish a process for assessing sensitive security threat information that appropriately addresses the requirements of the no double standard policy in Saudi Arabia. (Action: CA, in coordination with Embassy Riyadh, DS, INR and NEA)	Resolved
59	Bureau of Consular Affairs	ISP-I-18-28	Inspection of the Bureau of Consular Affairs' Office of Policy Coordination and Public Affairs	6/7/2018	1	The Bureau of Consular Affairs, in coordination with the Bureau of Human Resources, should align the organizational structure of the Office of Policy Coordination and Public Affairs in a manner consistent with Department standards. (Action: CA, in coordination with DGHR)	Resolved
60	Bureau of Consular Affairs	ISP-I-18-28	Inspection of the Bureau of Consular Affairs' Office of Policy Coordination and Public Affairs	6/7/2018	2	The Bureau of Consular Affairs should implement a strategic plan for internal reforms in the Office of Policy Coordination and Public Affairs. (Action: CA)	Resolved
61	Bureau of Consular Affairs	ISP-I-18-28	Inspection of the Bureau of Consular Affairs' Office of Policy Coordination and Public Affairs	6/7/2018	3	The Bureau of Consular Affairs should consolidate the Office of Policy Coordination and Public Affairs congressional functions into a single organizational component. (Action: CA)	Resolved
62	Bureau of Consular Affairs	ISP-I-18-28	Inspection of the Bureau of Consular Affairs' Office of Policy Coordination and Public Affairs	6/7/2018	4	The Bureau of Consular Affairs, in coordination with the Bureau of Human Resources, should verify the proper classification of its Congressional Liaison Officer positions. (Action: CA, in coordination with DGHR)	Resolved
63	Bureau of Consular Affairs	ISP-I-18-28	Inspection of the Bureau of Consular Affairs' Office of Policy Coordination and Public Affairs	6/7/2018	5	The Bureau of Consular Affairs should require that the Office of Policy Coordination and Public Affairs monitor and document the performance of its labor-hour contractors and provide feedback to the Contracting Officer's Representative, in accordance with Department guidance. (Action: CA)	Resolved

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64	Bureau of Counterterrorism and Countering Violent Extremism	AUD-MERO-17-37	Management Assistance Report: Challenges Remain in Monitoring and Overseeing Antiterrorism Assistance Program Activities in Pakistan	5/31/2017	1	OIG recommends that the Bureau of Counterterrorism, in coordination with the Bureau of Diplomatic Security, implement a monitoring and evaluation system to include measuring performance in accordance with the requirements outlined in the Department's Performance Management Guidebook and the Memorandum of Agreement executed between the Bureaus of Counterterrorism and Diplomatic Security's Office of Antiterrorism Assistance.	Resolved
65	Bureau of Democracy, Human Rights, and Labor	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	5	OIG recommends that the Bureau of Democracy, Human Rights, and Labor distribute the consolidated vetting guidance from Recommendation 1 to implementing partners to make them aware of Department vetting requirements.	Resolved
66	Bureau of Democracy, Human Rights, and Labor	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	6	OIG recommends that the Bureau of Democracy, Human Rights, and Labor develop and implement internal controls to verify that its implementing partners are submitting information on required individuals for vetting in accordance with the consolidated vetting guidance from Recommendation 1.	Resolved
67	Bureau of Democracy, Human Rights, and Labor	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	7	OIG recommends that the Bureau of Democracy, Human Rights, and Labor include in future award agreements the vetting requirements for Syria programs.	Resolved
68	Bureau of Democracy, Human Rights, and Labor	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	9	The Bureau of Democracy, Human Rights and Labor, in coordination with the Bureau of Consular Affairs, should implement a plan to eliminate the backlog of advisory opinion requests for visa applicants who are potentially ineligible under 8 U.S.C. 1182e. (Action: DRL, in coordination with CA)	Resolved

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69	Bureau of Diplomatic Security	ESP-15-01	Review of Selected Internal Investigations Conducted by the Bureau of Diplomatic Security	10/16/2014	1	The Department should take steps (as previously recommended in OIG's report on the 2012 inspection (ISP-I-13-18)), to enhance the integrity of DS's internal investigations process by implementing safeguards to prevent the appearance of, or actual, undue influence and favoritism by Department officials.	Unresolved
70	Bureau of Diplomatic Security	AUD-SI-17-20	Management Assistance Report: Health and Safety Concerns Identified Related to Armored Vehicle Disposals	1/12/2017	1	OIG recommends that the Bureau of Diplomatic Security, in coordination with the Directorate for Operations, Bureau of Overseas Buildings Operations, Office of Safety, Health, and Environmental Management, develop and implement specific safety guidance for the disposal of armored vehicles overseas. The guidance should reference obligatory occupational health and safety standards, instruct how to conduct an Activity Hazard Analyses in accordance with Overseas Buildings Operations requirements, specify that Activity Hazard Analyses must be performed during the pre-award contract phase, and mandate specialized health and safety training for post personnel involved in armored vehicle disposals in order that they may verify contractor compliance with required occupational health and safety standards.	Resolved
71	Bureau of Diplomatic Security	ESP-17-02	Evaluation of the Department of State's Security Clearance Process	7/19/2017	2	The Bureau of Diplomatic Security, Office of Personnel Security and Suitability, in coordination with the Bureau of Human Resources, should establish clear responsibilities for the processing of security clearance requests in order to reduce or eliminate unnecessary delays in the clearance process and require appropriate training for all Human Resources personnel involved in the process.	Resolved
72	Bureau of Diplomatic Security	ESP-17-02	Evaluation of the Department of State's Security Clearance Process	7/19/2017	3	The Bureau of Diplomatic Security should perform a workforce analysis of its employees who perform security clearance work to ensure that it has the proper staffing levels in place to meet its timeliness goals.	Resolved

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73	Bureau of Diplomatic Security	ESP-17-02	Evaluation of the Department of State's Security Clearance Process	7/19/2017	5	The Bureau of Diplomatic Security, Office of Personnel Security and Suitability should determine the actual cost of the security clearance work it performs for other Government agencies in order to fully recoup its expended funds, in accordance with the Economy Act and Department policy.	Resolved
74	Bureau of Diplomatic Security	ESP-17-02	Evaluation of the Department of State's Security Clearance Process	7/19/2017	6	The Bureau of Diplomatic Security should seek reimbursement for funds it expended for work performed for other Government agencies from 2009 through 2016, in accordance with the Economy Act and Department policy.	Resolved
75	Bureau of Diplomatic Security	ISP-17-39	Management Assistance Report: Deficiencies Reported in Cyber Security Assessment Reports Remain Uncorrected	7/26/2017	1	The Bureau of Diplomatic Security, in coordination with the Bureau of Information Resource Management and regional bureaus, should require implementation of Cyber Security Assessment report recommendations and establish a process to track and verify that overseas posts comply with those recommendations. (Action: DS, in coordination with IRM, AF, EAP, EUR, NEA, SCA, and WHA)	Resolved
76	Bureau of Diplomatic Security	AUD-SI-17-48	Audit of the Process To Approve, Disburse, and Report Rewards for Justice Payments	7/28/2017	1	OIG recommends that the Bureau of Diplomatic Security, in conjunction with the Bureau of Legislative Affairs, (a) identify the detailed steps and action entities needed to prepare and submit reports on reward payments made within 30 days of the payment of such rewards; (b) determine the amount of time for each step, including the amount of time the Bureau of Legislative Affairs needs to finalize and send each report to Congress; and (c) redesign the flow and processes to meet the 30-day reporting requirement.	Resolved

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77	Bureau of Diplomatic Security	AUD-SI-17-48	Audit of the Process To Approve, Disburse, and Report Rewards for Justice Payments	7/28/2017	2	OIG recommends that the Bureau of Diplomatic Security (a) develop and implement a process to follow up with the nominating agencies on the status of the reward payment receipts to help expedite the submittal of Reward Payment Reports within the mandated 30-day reporting timeline and (b) consider entering into formal agreements (that is, Letters of Agreement) with the nominating agencies to strengthen the joint commitments toward timely submissions of reports to Congress.	Resolved
78	Bureau of Diplomatic Security	AUD-SI-17-48	Audit of the Process To Approve, Disburse, and Report Rewards for Justice Payments	7/28/2017	3	OIG recommends that the Bureau of Diplomatic Security, in coordination with the Bureau of Legislative Affairs, establish and implement a process to (a) identify the expenses necessary to operate the Rewards for Justice Program, (b) compile and accumulate data on operating expenses annually, (c) prepare the annual report, and (d) submit the report to the Bureau of Legislative Affairs within timeframes as agreed to by the Bureau of Legislative Affairs to meet the requirement to submit the annual report no later than 60 days after the end of each fiscal year.	Resolved
79	Bureau of Diplomatic Security	AUD-IT-17-56	Management Assistance Report: The Process to Authorize and Track Information Technology Systems Needs Improvement	8/29/2017	5	OIG recommends that the Bureau of Diplomatic Security, in coordination with the Bureau of Information Resource Management, fully comply with Department policy by completing the Systems Authorization Process with an authorization memorandum for the Classified Investigative Management System.	Resolved
80	Bureau of Diplomatic Security	AUD-IT-17-56	Management Assistance Report: The Process to Authorize and Track Information Technology Systems Needs Improvement	8/29/2017	6	OIG recommends that the Bureau of Diplomatic Security, in coordination with the Bureau of Information Resource Management, fully comply with Department policy by completing the Systems Authorization Process with an authorization memorandum for the SY Namecheck.	Resolved
81	Bureau of Diplomatic Security	ISP-I-18-05	Inspection of the Bureau of Diplomatic Security's Office of Mobile Security Deployments	10/19/2017	1	The Bureau of Diplomatic Security should make the Office of Mobile Security Deployments' temporary administrative chief a permanent position. (Action: DS)	Resolved

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82	Bureau of Diplomatic Security	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	16	The Bureau of Diplomatic Security, in coordination with the Bureau of Information Resource Management and Embassy Guatemala City, should audit the embassy's Sensitive But Unclassified network to ensure it complies with Department standards. (Action: DS, in coordination with IRM and Embassy Guatemala City)	Resolved
83	Bureau of Diplomatic Security	AUD-MERO-18-47	Audit of the Bureau of Diplomatic Security's Invoice Review Process for Worldwide Protective Services Contracts	6/15/2018	1	OIG recommends that the Bureau of Diplomatic Security examine its policy of requiring 100-percent review of invoice supporting documentation and determine (a) whether it should continue with its current 100-percent invoice review requirement or (b) whether the sampling of supporting documentation should be formalized and adopted. If it is determined the 100-percent review of invoice supporting documentation requirement should be continued, the Bureau of Diplomatic Security should update the invoice review Standard Operating Procedure, "Invoice Processing for the [Worldwide Protective Services] Program-[Acquisition Management Analysts] and Desk Officers" to clearly state that all invoice supporting documentation must be reviewed for each invoice and offer alternative remedies when workload demands jeopardize compliance with the Prompt Payment Act. If it is determined that sampling supporting documentation for invoices should be formalized and adopted, the Bureau of Diplomatic Security should design and impleme	Resolved
84	Bureau of Diplomatic Security	AUD-MERO-18-47	Audit of the Bureau of Diplomatic Security's Invoice Review Process for Worldwide Protective Services Contracts	6/15/2018	2	OIG recommends that the Bureau of Diplomatic Security issue instructions that reemphasize the respective roles and responsibilities of the Acquisition Management Analysts and Desk Officers in the invoice review process, including reviewing supporting documentation, as outlined in the Bureau of Diplomatic Security's invoice review Standard Operating Procedure, "Invoice Processing for the [Worldwide Protective Services] Program-[Acquisition Management Analysts] and Desk Officers."	Resolved

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85	Bureau of Diplomatic Security	AUD-MERO-18-47	Audit of the Bureau of Diplomatic Security's Invoice Review Process for Worldwide Protective Services Contracts	6/15/2018	3	OIG recommends that the Bureau of Diplomatic Security determine which vacant positions within the Worldwide Protective Services Division and the Operational Support Division should be deemed critical for ensuring adequate performance of invoice review and contract oversight and issue an appeal to the Under Secretary for Management to fill those vacancies.	Resolved
86	Bureau of Diplomatic Security	AUD-MERO-18-47	Audit of the Bureau of Diplomatic Security's Invoice Review Process for Worldwide Protective Services Contracts	6/15/2018	4	OIG recommends that the Bureau of Diplomatic Security develop and implement a standardized format to uniformly document the results of Program Management Reviews and Post Assistance Visits to facilitate contractor oversight and affirm contract terms and conditions are being fulfilled.	Resolved
87	Bureau of East Asian and Pacific Affairs	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	9	The Bureau of East Asian and Pacific Affairs, in coordination with Consulate General Hong Kong and the Bureau of Human Resources, should determine the number and levels for language designated positions at Consulate General Hong Kong in accordance with Department standards, and put up to \$2 million to better use. (Action: EAP, in coordination with Consulate General Hong Kong and DGHR)	Resolved
88	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	2	OIG recommends that the Bureau of Educational and Cultural Affairs verify that the performance standards for all designated Grants Officer Representatives contain appropriate work commitments and performance metrics to enhance transparency, managerial responsibility, and proper oversight of cooperative agreements, as outlined in Department Notice Number 2016-12-142, dated December 28, 2016. Performance standards of any designated Grants Officer Representatives that do not contain the appropriate work commitments should be revised accordingly.	Resolved

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89	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	4	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the unsupported cost-sharing contributions of \$14,829,120 for cooperative agreement S-ECAGD-14-CA-1017 (October 1, 2013, through September 30, 2016) are supported and (b) reduce, for any cost-sharing contribution determined to be unsupported, the Department of State's funding for the agreement accordingly, as stipulated in the agreement.	Resolved
90	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	5	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the unsupported cost-sharing contributions of \$993,554 for cooperative agreement S-ECAGD-14-CA-1032 (October 1, 2013, through September 30, 2016) are supported and (b) reduce, for any cost-sharing contribution determined to be unsupported, the Department of State's funding for the cooperative agreement accordingly, as stipulated in the agreement.	Resolved
91	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	6	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the unsupported cost-sharing contributions of \$19,153,955 for cooperative agreement S-ECAGD-15-CA-1015 (December 11, 2014, through September 30, 2016) are supported and (b) reduce, for any cost-sharing contribution determined to be unsupported, the Department of State's funding for the cooperative agreement accordingly, as stipulated in the agreement.	Resolved
92	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	7	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the unsupported cost-sharing contributions of \$1,024,262 for cooperative agreement S-ECAGD-15-CA-1016 (December 11, 2014, through September 30, 2016) are supported and (b) reduce, for any cost-sharing contribution determined to be unsupported, the Department of State's funding for the cooperative agreement accordingly, as stipulated in the agreement.	Resolved

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93	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	9	OIG recommends that the Bureau of Educational and Cultural Affairs verify that the Institute of International Education's accounting system is adequate for tracking and supporting expenses and cost-sharing contributions, is capable of providing an audit trail in accordance with Federal regulations, and takes necessary action to remedy any deficiencies found.	Resolved
94	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	10	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the questioned costs of \$1,000,000 for unsupported contractual expenses for cooperative agreement S-ECAGD-14-CA-1017 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
95	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	11	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$1,572,775 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-15-CA-1015 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
96	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	12	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$825,902 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-16-CA-1004 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
97	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	13	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$29,394 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-14-CA-1032 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved

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98	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	14	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$1,957 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-15-CA-1016 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
99	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	15	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$34,496 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-16-CA-1003 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
100	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	16	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$2,015 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-14-CA-1037 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
101	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	17	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$3,045 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-16-CA-1014 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved

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102	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	18	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$1,145 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-14-CA-1021 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
103	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	19	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$43,000 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-15-CA-1011 are supported and (b) recover any costs determined to be unsupported.	Resolved
104	Bureau of Educational and Cultural Affairs	AUD-CGI-18-15	Audit of the Administration of Selected Cooperative Agreements Awarded to the Institute of International Education by the Bureau of Educational and Cultural Affairs	2/9/2018	20	OIG recommends that the Bureau of Educational and Cultural Affairs (a) determine whether the identified questioned costs of \$986 for unsupported contractual expenses, salary expenses, and travel expenses for cooperative agreement S-ECAGD-16-CA-1006 are supported and allowable and (b) recover any costs determined to be unsupported or unallowable.	Resolved
105	Bureau of Educational and Cultural Affairs	ESP-18-01	Management Assistance Report: Cultural Property Advisory Committee Reporting Under the Federal Advisory Committee Act	3/1/2018	1	The Bureau of Educational and Cultural Affairs should ensure that the Cultural Property Advisory Committee complies with all reporting requirements under the Federal Advisory Committee Act and issues, at least annually, a report with a summary of activities that provides the public with information regarding the committee's closed meetings.	Resolved
106	Bureau of Educational and Cultural Affairs	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	8	The Bureau of Educational and Cultural Affairs should require that a Regional Educational Advising Coordinator visit the Dhahran EducationUSA Advising Center to evaluate and certify its level of service. (Action: ECA)	Resolved

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107	Bureau of Human Resources	AUD-CGI-16-48	Audit of the Department of State Travel Card Program	9/27/2016	3	OIG recommends that the Office of the Director General for Human Resources, in conjunction with the Bureau of the Comptroller and Global Financial Services, develop and implement administrative and disciplinary procedures related to the Travel Card Program to include misuse, non-usage, and abuse.	Resolved
108	Bureau of Human Resources	ESP-16-04	Department of State Has Administrative Leave Policies but Lacks Complete and Accurate Data on the Use of Leave	9/30/2016	2	The Bureau of Human Resources, in conjunction with the Bureau of the Comptroller and Global Financial Services, should identify and remedy the causes of the discrepancy with its administrative leave records.	Resolved
109	Bureau of Human Resources	ISP-17-38	Management Assistance Report: Department Can Take Steps Toward More Effective Executive Direction of Overseas Missions	7/26/2017	1	The Director General of the Foreign Service and Director of Human Resources should institute annual surveys of American and locally employed staff to provide feedback on Chief of Mission performance. (Action: DGHR)	Started
110	Bureau of Human Resources	ISP-17-38	Management Assistance Report: Department Can Take Steps Toward More Effective Executive Direction of Overseas Missions	7/26/2017	3	The Director General of the Foreign Service and Director of Human Resources should issue additional Foreign Affairs Manual and Foreign Affairs Handbook guidance requiring all chiefs of mission and deputy chiefs of mission to implement structured First- and Second-Tour employee programs in collaboration with First- and Second-Tour employees at their posts. (Action: DGHR)	Started
111	Bureau of Human Resources	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	1	The Bureau of Human Resources, in coordination with the Bureau of Information Resource Management, should conduct an organizational assessment of the Office of Governance, Resource, and Performance Management, including a review of its organizational structure, roles, and responsibilities, and reallocate or reprogram resources as necessary. (Action: DGHR, in coordination with IRM)	Resolved
112	Bureau of Human Resources	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	3	The Bureau of Human Resources should respond to Embassy Lisbon's request for proposed changes to the local compensation plan. (Action: DGHR)	Resolved

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113	Bureau of Information Resource Management	AUD-IT-15-05	Audit of the Department of State Implementation and Oversight of Active Directory	10/31/2014	2	(U) OIG recommends that the Bureau of Information Resource Management update and implement Volumes 5 and 12 of the Foreign Affairs Manual to specifically address the deficiencies in Active Directory account management.	Resolved
114	Bureau of Information Resource Management	AUD-IT-15-05	Audit of the Department of State Implementation and Oversight of Active Directory	10/31/2014	3	(U) OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureaus of Human Resources and Diplomatic Security, develop and implement guidance that describes a sustainable and repeatable process for determining how to identify and then disable or remove unneeded OpenNet accounts, including users that are not Department of State employees, such as contractors and other Federal agencies.	Resolved
115	Bureau of Information Resource Management	AUD-IT-15-05	Audit of the Department of State Implementation and Oversight of Active Directory	10/31/2014	4	(U) OIG recommends that the Bureau of Information Resource Management develop and implement a process to ensure that Information Systems Security Officers conduct monthly reviews of audit logs for security anomalies, as prescribed by Volume 12, Section 629.2-7, of the Foreign Affairs Manual.	Resolved
116	Bureau of Information Resource Management	AUD-IT-15-05	Audit of the Department of State Implementation and Oversight of Active Directory	10/31/2014	5	(U) OIG recommends that the Bureau of Information Resource Management develop and implement a process directing Organizational Unit Administrators to update their Active Directory organizational unit structure, in accordance with the Department of State Global Address List and Active Directory Standardization Guidelines.	Resolved
117	Bureau of Information Resource Management	AUD-IT-15-05	Audit of the Department of State Implementation and Oversight of Active Directory	10/31/2014	6	(U) OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureaus of Diplomatic Security and Human Resources, implement the use of Personal Identity Verification cards—as detailed in the Chief Information Officer's implementation plan for logical access—for all Department employees who are eligible for a National Agency Check and Inquiry, as required by Homeland Security Presidential Directive 12.	Resolved

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118	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	1	OIG recommends that the Bureau of Information Resource Management update the Capital Planning and Investment Control Program Guide to comply with Office of Management and Budget requirements. Specifically, the definition of an IT investment should be modified and a requirement to perform a review for duplicative investments across the agency, Federal Government, and private sector should be included.	Resolved
119	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	5	OIG recommends that the Bureau of Information Resource Management develop and implement a strategy to enforce the requirement that bureaus and offices must consult with and receive guidance from the Bureau of Information Resource Management prior to initiating an IT investment.	Resolved
120	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	8	OIG recommends that the Bureau of Information Resource Management establish and implement a plan to review IT investment reorganizations that occurred since FY 2010 to ensure that the investments resulting from the reorganizations comply with Office of Management and Budget requirements for information technology investments.	Resolved
121	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	10	OIG recommends that the Bureau of Information Resource Management develop and implement a process to (a) identify and review all bureau-specific IT investment methodologies (ones currently in place as well as ones that will be developed in the future); (b) determine whether the bureau-specific IT investment methodologies comply with Office of Management and Budget Circular A-130; and, if they do not comply, (c) provide bureaus with guidance regarding the modifications needed to fully comply and verify that the methodologies were modified as necessary. This effort should include reviewing the standard forms used by each bureau during the IT selection process to ensure consistency and compliance with Office of Management and Budget Circular A-130.	Resolved

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122	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	11	OIG recommends that the Bureau of Information Resource Management develop and implement policies and procedures to oversee and enforce requirements for bureaus and offices to avoid duplicative IT investments.	Resolved
123	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	12	OIG recommends that the Bureau of Information Resource Management develop and implement a process to perform periodic, but no less than annual, reviews of the entire agency IT portfolio to enforce bureau accountability and identify potential duplicative systems.	Resolved
124	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	13	For duplicative systems that are identified by the new process implemented to perform periodic reviews of the entire agency IT portfolio (Recommendation 12), OIG recommends that the Bureau of Information Resource Management develop and implement a strategy to combine, eliminate, or replace duplicative systems, as practicable.	Resolved
125	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	14	OIG recommends that the Bureau of Information Resource Management develop and implement a strategy to perform semiannual or more frequent reviews of bureau-funded IT contracts to identify new IT investments developed as part of the contracts.	Resolved
126	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	17	OIG recommends that the Bureau of Information Resource Management (a) develop and implement a policy requiring bureaus and offices to provide details of IT investments, programs, and projects in iMatrix and (b) develop and disseminate guidance specifying the level of detail necessary for each investment, including general descriptions and technical capabilities.	Resolved
127	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	18	OIG recommends that the Bureau of Information Resource Management develop and implement controls in iMatrix to require that the investment manager and budget analyst revalidate data when financial information for an investment in iMatrix is modified.	Resolved

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128	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	20	OIG recommends that the Bureau of Information Resource Management develop and issue a policy stating that bureaus must update the information on non-major investments in iMatrix quarterly, rather than only when the reports are due to be submitted to the Office of Management and Budget.	Resolved
129	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	22	OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureau of Budget and Planning, develop and implement a process to verify that all bureau and office IT investment managers and budget analysts complete the respective training courses related to IT capital planning and reporting that are provided annually.	Resolved
130	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	23	OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureau of Budget and Planning, include information on reporting reimbursable costs in the annual training provided to investment managers and budget analysts on how to report IT investment data in iMatrix.	Resolved
131	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	25	OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureau of Budget and Planning, develop and implement a process to validate the completeness of the data in iMatrix. At a minimum, this process should include an analysis of IT expenditures in the financial management system to ensure expenditures are reported in iMatrix, as needed.	Resolved
132	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	26	OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureau of Budget and Planning, develop and implement a process to validate the accuracy of data in iMatrix. This could include developing and implementing analytical procedures to identify anomalies in iMatrix data.	Resolved

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133	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	27	OIG recommends that the Bureau of Information Resource Management develop and implement a policy requiring bureaus and offices to submit source documents to support the information entered into iMatrix.	Resolved
134	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	28	OIG recommends that the Bureau of Information Resource Management develop and implement a process to verify that bureaus and offices are submitting source documents to support the information entered into iMatrix in accordance with the policy developed that requires bureaus and offices to submit source documents that support the information entered into iMatrix.	Resolved
135	Bureau of Information Resource Management	AUD-FM-16-31	Audit of the Department of State Process To Select and Approve Information Technology Investments	3/23/2016	29	OIG recommends that the Bureau of Information Resource Management determine the information for non-major investments that should be included in iMatrix and develop a policy to implement that determination.	Resolved
136	Bureau of Information Resource Management	AUD-IT-17-56	Management Assistance Report: The Process to Authorize and Track Information Technology Systems Needs Improvement	8/29/2017	7	OIG recommends that the Bureau of Information Resource Management develop and implement a corrective action plan that addresses how the Department will comply with Department policy on the Systems Authorization Process. The corrective action plan should identify the root cause of compliance failures, action steps to resolve such compliance failures, improvement benchmarks and a timeframe for completion, and an escalation process to hold system owners accountable.	Resolved
137	Bureau of Information Resource Management	AUD-IT-17-61	Audit of the Department of State's Efforts to Detect and Address the Use of Unapproved Portable Devices	9/14/2017	3	OIG recommends that the Bureau of Information Resource Management enforce its authority to administer the use of portable devices in the Department of State, as well as the policies, standards, and procedures related to portable devices.	Resolved

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138	Bureau of Information Resource Management	AUD-IT-17-61	Audit of the Department of State's Efforts to Detect and Address the Use of Unapproved Portable Devices	9/14/2017	6	OIG recommends that the Bureau of Information Resource Management develop and implement formal, standardized procedures for regularly performing an analysis of the Symantec Endpoint Protection Application and Device Control reports. At a minimum, the procedures should provide guidance for analysts on how to review the Symantec reports, how to identify high risk exceptions for follow-up, what actions should be taken during follow-up, and how to document the follow-up and the remediation taken.	Resolved
139	Bureau of Information Resource Management	AUD-IT-17-61	Audit of the Department of State's Efforts to Detect and Address the Use of Unapproved Portable Devices	9/14/2017	7	OIG recommends that the Bureau of Information Resource Management, in coordination with the Bureau of Diplomatic Security, develop and implement formal procedures to identify and remediate cybersecurity policy violations created when employees connect unapproved portable devices to OpenNet. The formal procedures should include a description of each bureau's roles and responsibilities in the process.	Resolved
140	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	1	OIG recommends that the Bureau of Information Resource Management develop and implement a detailed program plan for the Information Technology Configuration Control Board process that includes clear goals and attainable objectives and defines areas of authority and responsibility.	Resolved
141	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	2	OIG recommends that the Bureau of Information Resource Management develop and implement a process to establish and periodically update a list of system, product, or software owners who will be authorized to make change requests for their system, product, or software. The list should be made available to users and members of the Information Technology Configuration Control Board through the Information Technology Configuration Control Board website or applicable policies and procedures outlined in Recommendation 12.	Resolved

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142	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	3	OIG recommends that the Bureau of Information Resource Management determine what documentation is needed to support a change request and modify the policies and procedures outlined in Recommendation 12 or other guidance, such as the submitters guide, provided to change request submitters to reflect the documentation that is required for a complete and accurate change request submission.	Resolved
143	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	4	OIG recommends that the Bureau of Information Resource Management develop and implement guidance for change requests to require and include: (a) minimum testing standards for change requests, (b) instructions that testing be performed in advance of the change request being submitted and that the testing documentation be submitted as part of the change request process, and (c) a clearly defined technical review of the testing documentation that is submitted to verify the documentation complies with minimum standards.	Resolved
144	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	5	OIG recommends that the Bureau of Information Resource Management remove the default proceed ability for Technical Reviewers in the Virtual Information Technology Configuration Control Board application.	Resolved
145	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	6	OIG recommends that the Bureau of Information Resource Management formally notify all Technical Reviewers that default proceeds are no longer allowed and that all Technical Reviewers must review all change requests and either approve, stop, or reject the change request. Policies and procedures outlined in Recommendation 12 or other guidance should be updated to reflect this change to the process.	Resolved

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146	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	7	OIG recommends that the Bureau of Information Resource Management develop and implement a quality assurance assessment process for all change requests going through the enterprise-wide Information Technology Configuration Control Board. At a minimum, the quality assurance process should include periodic evaluation of open "stops," reviews to ensure retention of all relevant documentation, and a final check prior to adding change to the baseline to ensure all pertinent process controls occurred at a minimum.	Resolved
147	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	8	OIG recommends that the Bureau of Information Resource Management verify, no later than 30 days after the final issuance of this report, that all Technical Reviewers and Voters that participate in the Information Technology Configuration Control Board process are formally appointed.	Resolved
148	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	9	OIG recommends that the Bureau of Information Resource Management develop and implement a process to formally appoint new Technical Reviewers and Voters who participate in the Information Technology Configuration Control Board process.	Resolved
149	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	10	OIG recommends that the Bureau of Information Resource Management define the roles, responsibilities, and technical skillsets for each technical review and voting area and develop and implement a vetting process to verify Technical Reviewers and Voters have the knowledge, skills, and abilities to perform their assigned duties related to the Information Technology Configuration Control Board process.	Resolved
150	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	11	OIG recommends that the Bureau of Information Resource Management develop and implement a process to verify that Technical Reviewers and Voters have formally appointed alternatives.	Resolved

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151	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	12	OIG recommends that the Bureau of Information Resource Management develop and implement complete and consistent policies and procedures and supplemental guidance, such as a Submitter's Guide, for the Information Technology Configuration Control Board process. The policies, procedures, and guidance should, at a minimum, include guidance on roles and responsibilities, detailed procedure steps for submitters, minimum testing requirements, instructions on how Technical Reviewers and Voters should conduct their review, the appropriate use of "stops," and established timelines for the process.	Resolved
152	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	13	OIG recommends that the Bureau of Information Resource Management develop and implement a process to periodically review and validate the accuracy and completeness of the data in the Virtual Information Technology Configuration Control Board database and to correct data integrity, omissions and inaccuracies existing between the new and old databases and when identified going forward. As part of this effort, the Bureau of Information Resource Management should ensure that the old database is available solely as a read-only reference resource and that new data cannot be entered into that database.	Resolved
153	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	14	OIG recommends that the Bureau of Information Resource Management develop and implement required, periodic, training for Information Technology Configuration Control Board management and personnel, Bureau Sponsors, Technical Reviewers, Voters, and change request submitters involved in the Information Technology Configuration Control Board process.	Resolved

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154	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	15	OIG recommends that the Bureau of Information Resource Management develop and implement a formal process to (a) monitor the status of all change requests throughout each stage of the change request process and (b) notify stakeholders when a request is nearing the end of a deadline or when an event occurs that may affect the deadline for a change request.	Resolved
155	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	16	OIG recommends that the Bureau of Information Resource Management develop and implement policies and procedures to hold officials accountable for failure to meet established deadlines in the Information Technology Configuration Control Board change request process. Once completed, the policies, procedures, and supplemental guidance discussed in Recommendation 12 should be updated.	Resolved
156	Bureau of Information Resource Management	AUD-IT-17-64	Audit of the Department of State's Information Technology Configuration Control Board	9/27/2017	17	OIG recommends that the Bureau of Information Resource Management develop and implement a formal process to periodically gather, assess, and report on its change request review process timeliness metrics and to make those results available to its stakeholders and customers in addition to appropriate bureau officials.	Resolved
157	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	2	The Bureau of Information Resource Management, in coordination with the Bureau of Human Resources, should update all employee-supervisor assignments to reflect current roles and responsibilities within the Office of Governance, Resource, and Performance Management. (Action: IRM, in coordination with DGHR)	Resolved
158	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	3	The Bureau of Information Resource Management should require the Office of Governance, Resource, and Performance Management to review its internal control structure and develop corrective action plans or implement mitigation measures for any deficiencies. (Action: IRM)	Resolved

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159	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	6	The Bureau of Information Resource Management should require that Contracting Officer's Representatives in the Office of Governance, Resource, and Performance Management receive proof of receipt of goods from overseas posts prior to approving invoices for payments. (Action: IRM)	Resolved
160	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	7	The Bureau of Information Resource Management should require the Office of Governance, Resource, and Performance Management to maintain Contracting Officer's Representative files in compliance with Department standards. (Action: IRM)	Resolved
161	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	8	The Bureau of Information Resource Management should implement a tool to centrally track information technology software acquisitions Department-wide. (Action: IRM)	Resolved
162	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	9	The Bureau of Information Resource Management should implement procedures to centrally authorize and register Dedicated Internet Networks. (Action: IRM)	Resolved
163	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	10	The Bureau of Information Resource Management should implement procedures to ensure regularly scheduled reviews and updates to the Department's information technology management policies and procedures in Volume 5 of the Foreign Affairs Manual and its associated Foreign Affairs Handbooks. (Action: IRM)	Resolved
164	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	11	The Bureau of Information Resource Management should revise and promulgate the bureau process for timely handling of responses to U.S. Government Accountability Office recommendations. (Action: IRM)	Resolved
165	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	12	The Bureau of Information Resource Management should update all Department guidance to reflect the Office of Governance, Resource, and Performance Management's responsibility for the Information Technology Configuration Control Board. (Action: IRM)	Resolved

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166	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	13	The Bureau of Information Resource Management should require the Office of Governance, Resource, and Performance Management to perform its bureau records coordinator responsibilities in accordance with Department standards. (Action: IRM)	Resolved
167	Bureau of Information Resource Management	ISP-I-18-15	Inspection of the Bureau of Information Resource Management's Office of Governance, Resource, and Performance Management	4/24/2018	14	The Bureau of Information Resource Management should implement standard operating procedures for process management working groups that include guidance on collaboration, documentation, and performance measures. (Action: IRM)	Resolved
168	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-17-46	Compliance Follow-Up Audit of Bureau of International Narcotics and Law Enforcement Affairs Programs in Pakistan	7/24/2017	2	OIG recommends that that the Bureau of International Narcotics and Law Enforcement Affairs develop and implement new program descriptions, goals, objectives, and performance measures for the Law Enforcement and Border Security program to be inserted as Amendments to the Letter of Agreement and the Project Implementation Letters between the U.S. Government and the Government of Pakistan.	Resolved
169	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-17-46	Compliance Follow-Up Audit of Bureau of International Narcotics and Law Enforcement Affairs Programs in Pakistan	7/24/2017	3	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs develop and implement new program descriptions, goals, objectives, and performance measures for the Counternarcotics and Rule of Law Programs for future Amendments to the Letter of Agreement and Project Implementation Letters between the U.S Government and the Government of Pakistan.	Resolved
170	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-18-30	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Invoice Review Process for Contracts in Afghanistan	2/9/2018	1	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs fill the permanent Contracting Officer's Representative vacancies in Kabul, Afghanistan, to ensure adequate oversight of its Afghanistan contracts.	Resolved

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171	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-18-30	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Invoice Review Process for Contracts in Afghanistan	2/9/2018	2	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs develop and implement invoice review training for its oversight staff with a focus on its Afghanistan contracts to ensure that newly assigned Contracting Officer's Representatives charged with reviewing invoices are fully prepared and familiar with the specific features of these contracts.	Resolved
172	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-18-30	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Invoice Review Process for Contracts in Afghanistan	2/9/2018	3	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs develop and implement procedures to verify that the Quality Assurance Surveillance Plan inspection reports for its Afghanistan contracts are completed in accordance with Department requirements, including specifying the period covered by the report and identifying the actions taken by the contractor to correct previously identified deficiencies to afford the Contracting Officer and succeeding Contracting Officer's Representatives a complete history of contract implementation.	Resolved
173	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-18-30	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Invoice Review Process for Contracts in Afghanistan	2/9/2018	4	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs include, in the Kabul-specific Standard Operating Procedures it is developing, clarification of the role of contract assistants in contributing to the Quality Assurance Surveillance Plan inspections reports for its Afghanistan contracts and procedures for the Contracting Officer's Representatives to review, verify, and document the inspection reports.	Resolved

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174	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-18-30	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Invoice Review Process for Contracts in Afghanistan	2/9/2018	5	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs implement procedures requiring Contracting Officer's Representatives for its Afghanistan contracts to formally document their review and acceptance of contractor progress and status reports in compliance with the Foreign Affairs Handbook and INL's Standard Operating Policy/Procedures for Contracting Officer's Representative Working File Maintenance.	Resolved
175	Bureau of International Narcotics and Law Enforcement Affairs	AUD-MERO-18-30	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Invoice Review Process for Contracts in Afghanistan	2/9/2018	6	OIG recommends that the Bureau of International Narcotics and Law Enforcement Affairs incorporate, in the Kabul-specific Standard Operating Procedures it is developing, control steps (a) for the Contracting Officer's Representatives to maintain quality assurance records in accordance with Department requirements and (b) verify that Contracting Officer's Representatives follow INL's Standard Operating Policy/Procedures for Contracting Officer's Representative Working File Maintenance.	Resolved
176	Bureau of Medical Services	AUD-CGI-16-40	Audit of the Aeromedical Biological Containment Evacuation Contracts Within the Bureau of Medical Services	8/4/2016	4	OIG recommends the Bureau of Medical Services develop and implement procedures for processing invoices, billing, and collecting reimbursements for non-Department of State medical evacuations.	Resolved
177	Bureau of Near Eastern Affairs	AUD-MERO-16-41	Audit of Task Orders for the Union III Compound Awarded Under the Operations and Maintenance Support Services Contract	7/8/2016	2	OIG recommends that the Bureau of Near Eastern Affairs develop and implement a Quality Assurance Surveillance Plan in accordance with Federal Acquisition Regulation 46.4, "Government Contract Quality Assurance," and the revised Performance Work Statements, to guide oversight of all ongoing and future revitalization, transition, and sustainment requirements for task orders SAQMMA15F0567 and SAQMMA15F1245.	Resolved
178	Bureau of Near Eastern Affairs	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	2	OIG recommends that the Bureau of Near Eastern Affairs distribute the consolidated vetting guidance from Recommendation 1 to implementing partners to make them aware of Department vetting requirements.	Resolved

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179	Bureau of Near Eastern Affairs	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	3	OIG recommends that the Bureau of Near Eastern Affairs develop and implement internal controls to verify that its implementing partners are submitting information on required individuals for vetting in accordance with the consolidated vetting guidance from Recommendation 1.	Resolved
180	Bureau of Near Eastern Affairs	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	4	OIG recommends that the Bureau of Near Eastern Affairs include in future award agreements the vetting requirements for Syria programs.	Resolved
181	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	5	OIG recommends that the Bureau of Near Eastern Affairs conduct a study to determine the appropriate numbers of trained, technically experienced, and certified oversight personnel required to oversee the Baghdad Life Support Services and Operations and Maintenance Support Services contracts, to include specific consideration of 2-year assignments, required Federal Acquisition Certification for Contracting Officer's Representatives certification levels, and appointment of additional assistant contracting officer's representatives.	Resolved
182	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	6	OIG recommends that the Bureau of Near Eastern Affairs use the results of the study from Recommendation 5 to nominate appropriate personnel so contracting officers with the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, can assign qualified oversight personnel for those contracts and task orders.	Resolved

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183	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	9	OIG recommends that the Bureau of Near Eastern Affairs, a) in coordination with the contracting officer in the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, contractually require PAE Government Services, Inc., to obtain operation and maintenance manuals for all fuel storage and distribution equipment and machinery, to include the manufacturers' recommended maintenance schedules; and b) include steps for inspecting these requirements in the corresponding quality assurance surveillance plans.	Resolved
184	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	10	OIG recommends that the Bureau of Near Eastern Affairs review all requirements included in the fuel-related task orders under the Baghdad Life Support Services and Operations and Maintenance Support Services contracts, and develop and implement quality assurance surveillance plans that address key requirements and high-risk areas related to all fuel acquisition and services.	Resolved
185	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	11	OIG recommends that the Bureau of Near Eastern Affairs develop and implement training for contracting officer's representatives that emphasizes contractor responsibilities for inspecting goods prior to delivery and focuses on limitations of authority for contracting officer's representatives to accept nonconforming goods.	Resolved
186	Bureau of Near Eastern Affairs	AUD-MERO-17-33	Aspects of the Invoice Review Process Used by the Bureau of Near Eastern Affairs to Support Contingency Operations in Iraq Need Improvement	3/3/2017	2	OIG recommends that the Bureau of Near Eastern Affairs, in coordination with the Bureau of Administration, provide sufficient resources to the Contract Management Office-Frankfurt to ensure all unallowable costs are identified and recovered in a timely manner. This review should begin with those invoices provisionally approved beginning in September 2014 and already identified as awaiting post-payment review and then going back to identify and review those provisionally approved invoices submitted before September 2014 that did not receive full review.	Resolved

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187	Bureau of Near Eastern Affairs	AUD-MERO-17-33	Aspects of the Invoice Review Process Used by the Bureau of Near Eastern Affairs to Support Contingency Operations in Iraq Need Improvement	3/3/2017	3	OIG recommends that the Bureau of Near Eastern Affairs report the status of the backlog to the Office of Inspector General, Assistant Inspector General for Audits, including the number of invoices reviewed and the dollar value of questioned costs, quarterly until such time as it has been eliminated.	Resolved
188	Bureau of Near Eastern Affairs	AUD-MERO-17-33	Aspects of the Invoice Review Process Used by the Bureau of Near Eastern Affairs to Support Contingency Operations in Iraq Need Improvement	3/3/2017	4	OIG recommends that the Bureau of Near Eastern Affairs direct its invoice review staff to fully document sampling done in each applicable checklist and to follow the checklist guidance.	Resolved
189	Bureau of Near Eastern Affairs	AUD-MERO-17-33	Aspects of the Invoice Review Process Used by the Bureau of Near Eastern Affairs to Support Contingency Operations in Iraq Need Improvement	3/3/2017	6	OIG recommends that the Bureau of Near Eastern Affairs develop and implement a process to a) track and ensure that contracting officer's representative inspections are completed in accordance with the inspection schedule; b) document the inspection results, including deficiencies found; and c) report the inspection results to the Contract Management Office-Frankfurt in a timely manner.	Resolved
190	Bureau of Near Eastern Affairs	AUD-MERO-17-33	Aspects of the Invoice Review Process Used by the Bureau of Near Eastern Affairs to Support Contingency Operations in Iraq Need Improvement	3/3/2017	7	OIG recommends that the Bureau of Near Eastern Affairs, develop reliable, objective, clear, and measurable performance metrics and include these metrics in all current and future Bureau of Near Eastern Affairs Iraq contracts.	Resolved
191	Bureau of Near Eastern Affairs	ISP-I-17-22	Inspection of the Bureau of Near Eastern Affairs	5/23/2017	2	The Bureau of Near Eastern Affairs should institute formal processes to measure performance against strategic goals in accordance with Department standards. (Action: NEA)	Resolved
192	Bureau of Near Eastern Affairs	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	6	OIG recommends that the Bureau of Near Eastern Affairs, in coordination with the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management and U.S. Embassy Baghdad, perform a viability assessment on the implementation of a point-of-sale cafeteria system under Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 at Department of State sites in Iraq.	Resolved

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193	Bureau of Near Eastern Affairs	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	9	OIG recommends that the Bureau of Near Eastern Affairs, in coordination with the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management and the U.S. Embassy Baghdad, determine whether it shall (a) establish controls that limit physical access to dining facilities by local national employees and individuals not serving under chief of mission authority to one meal per work day in accordance with Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 or (b) appropriately modify the contract.	Resolved
194	Bureau of Near Eastern Affairs	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	10	OIG recommends that the Bureau of Near Eastern Affairs, in coordination with the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, establish controls that deter and prevent local national employees from removing food items from Department of State dining facilities in Iraq in accordance with Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721.	Resolved
195	Bureau of Near Eastern Affairs	ISP-I-18-21	Inspection of Yemen Affairs Unit	3/6/2018	1	The Bureau of Near Eastern Affairs, in coordination with the Office of Management Policy, Rightsizing, and Innovation and the Yemen Affairs Unit, should assess the Yemen Affairs Unit's location, functions, and staffing. In doing so, it should consider lessons learned since the Yemen Affairs Unit opened in 2015 and expected future requirements to meet U.S. foreign policy objectives in Yemen. (Action: NEA, in coordination with M/PRI and YAU)	Resolved

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196	Bureau of Near Eastern Affairs	ISP-I-18-21	Inspection of Yemen Affairs Unit	3/6/2018	2	The Bureau of Near Eastern Affairs, in coordination with the Bureaus of Overseas Buildings Operations and Diplomatic Security and the Yemen Affairs Unit, should (a) conduct a cost-benefit analysis to determine whether the Department should continue to lease, maintain, and secure the Diplomatic Transit Facility and, (b) if the Bureau of Near Eastern Affairs does not continue to lease, maintain, and secure the Diplomatic Transit Center, it should put \$23.5 million in projected future costs to run the facility to better use. (Action: NEA, in coordination with OBO, DS, and YAU)	Resolved
197	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	1	OIG recommends that the Bureau of Near Eastern Affairs, in accordance with the Baghdad Life Support Services contract SAQMMA13D0120, food services task order SAQMMA14F0721, require PAE Government Services, Inc. and Taylors International Services, Inc. to develop and implement a Hazard Assessment and Critical Control Point plan for each Department site in Iraq.	Resolved
198	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	2	OIG recommends that the Bureau of Near Eastern Affairs review the Hazard Assessment and Critical Control Point plans developed by PAE Government Services, Inc. and Taylors International Services, Inc. referenced in Recommendation 1. The review should, at a minimum, use the Food and Drug Administration's Hazard Assessment and Critical Control Point Verification Inspection Checklist to verify that the plans for each site comply with Food and Drug Administration guidance based on Hazard Assessment and Critical Control Point principles. The review should also ensure the plans are revised, as needed, for any deficiencies identified.	Resolved

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199	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	3	OIG recommends that the Bureau of Near Eastern Affairs, within 60 days of its approval of the Hazard Assessment and Critical Control Point plans, incorporate the plans' requirements into the Baghdad Life Support Service food service inspection checklist.	Resolved
200	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	4	OIG recommends that the Bureau of Near Eastern Affairs develop and implement food safety training for all current and future personnel assigned to conduct oversight of food services in Iraq, including training on Hazard Analysis and Critical Control Point principles.	Resolved
201	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	5	OIG recommends that the Bureau of Near Eastern Affairs develop a comprehensive quality assurance surveillance plan for food services task order SAQMMA14F0721 in accordance with Federal Acquisition Regulation 46.4, "Government Contract Quality Assurance" and implement the quality assurance surveillance plan upon the review and approval of the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management. The plan should, at a minimum, include measurable and structured performance standards and align with the key performance indicators and metrics defined in the Baghdad Life Support Services contract.	Resolved
202	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	7	OIG recommends that the Bureau of Near Eastern Affairs develop a process to verify that monthly Contracting Officer's Representative file inspections are completed as required and to report instances of Contracting Officer's Representative non-compliance to the appropriate supervisor, in accordance with its "Contract and COR File Maintenance" standard operating procedures.	Resolved

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203	Bureau of Near Eastern Affairs	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	8	OIG recommends that the Bureau of Near Eastern Affairs, in coordination with the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, develop and implement controls to ensure that Contracting Officer's Representatives enter timely contractor past performance evaluation report narratives into the Contractor Performance Assessment Reporting System so the Contracting Officer can review, sign, and process the contractor performance assessment reports no later than 120 days after the end of the evaluation period.	Resolved
204	Bureau of Overseas Buildings Operations	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	7	OIG recommends that the Bureau of Overseas Buildings Operations, in coordination with the Bureau of Diplomatic Security, develop and implement formal standardized processes to prioritize physical security-related deficiencies at posts by category, such as major physical security upgrades, forced-entry/ballistic-resistant projects, and minor physical security upgrades. The prioritizations should be performed based on a comprehensive list of all physical security needs and should be periodically updated based on changes in risk factors or posts' needs. The processes used to perform the prioritizations should be documented and repeatable. In addition, in developing the processes, consideration should be given to how the Overseas Security Policy Board standards will be utilized, what risk factors will be considered, and what impact upcoming major rehabilitation projects or new construction would have on the prioritized rankings.	Resolved
205	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	2	OIG recommends that the Bureau of Overseas Buildings Operations implement actions to replace and correct all plumbing installations in the Staff Diplomatic Apartment-1 found not to conform to the contract requirements.	Resolved

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206	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	3	OIG recommends that the Bureau of Overseas Buildings Operations have a qualified professional experienced in the installation of electrical systems conduct a full inspection, analysis, and recommissioning of electrical systems in both the New Office Annex and Staff Diplomatic Apartment-1. This inspection should include a comprehensive review of all submittals, plans, and specifications, as well as all installation methods and materials.	Resolved
207	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	4	OIG recommends that the Bureau of Overseas Buildings Operations implement actions to replace and correct all electrical system installations in the New Office Annex and Staff Diplomatic Apartment-1 found not to conform to the contract requirements.	Resolved
208	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	5	OIG recommends that, prior to issuing the certificate of final acceptance for the New Office Annex and Staff Diplomatic Apartment-1, the Bureau of Overseas Buildings Operations establish guidance for hydronic water systems in both buildings, including specifying recommended concentrations of tolytriazole (40–50 parts per million) and nitrite (600–1,000 parts per million).	Resolved
209	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	6	OIG recommends that, prior to issuing the certificate of final acceptance for the New Office Annex and Staff Diplomatic Apartment-1, the Bureau of Overseas Buildings Operations require Caddell to conduct an examination of existing copper pipe in both buildings by removing samples of the piping or by ultrasound testing and submit the results for independent laboratory analysis to verify whether scaling, corrosion, or other life-expectancy impacts are detected from the high pH operating conditions.	Resolved

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210	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	7	OIG recommends that if the independent laboratory analysis verifies the existence of pipe scaling or corrosion in the New Office Annex or Staff Diplomatic Apartment-1, the Bureau of Overseas Buildings Operations implement actions to remedy any damage to hydronic pipes.	Resolved
211	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	8	OIG recommends that the Bureau of Overseas Buildings Operations develop and implement protocols to verify that its water treatment programs are in compliance with industry best practices, including (a) determining the best possible treatment to effectively protect copper piping, (b) conducting regular testing based on the specialized requirements of each system, (c) conducting quarterly quality-assurance testing performed by an independent industrial water treatment lab, and (d) installing a corrosion testing system.	Resolved
212	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	9	OIG recommends that the Bureau of Overseas Buildings Operations have a qualified technician conduct an inspection of the New Office Annex and Staff Diplomatic Apartment-1 to identify poor workmanship and incorrect installations affecting heating, ventilation, and air conditioning systems. This inspection should include a comprehensive review of all submittals, plans, and specifications, as well as all installation methods and materials.	Resolved
213	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	10	OIG recommends that the Bureau of Overseas Buildings Operations implement actions to correct all heating, ventilation, and air conditioning system installations in the New Office Annex and Staff Diplomatic Apartment-1 that do not conform to the contract requirements, including the specific examples OIG cited in this report.	Resolved

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214	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	11	OIG recommends that the Bureau of Overseas Buildings Operations identify and relocate all inaccessible smoke detectors in the New Office Annex and Staff Diplomatic Apartment-1 so that they can be accessed for periodic testing and maintenance.	Resolved
215	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	12	OIG recommends that the Bureau of Overseas Buildings Operations have a qualified professional experienced in the certification of fire safety systems conduct a full inspection of the New Office Annex and Staff Diplomatic Apartment-1 elevator lobby fire doors and the Staff Diplomatic Apartment-1 efficiency suite connector door frames to determine whether they meet National Fire Protection Association code standards. This inspection should include a comprehensive review of all submittals, plans, and specifications, as well as all installation methods and materials.	Resolved
216	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	13	OIG recommends that the Bureau of Overseas Buildings Operations implement actions to replace and correct all elevator lobby doors and efficiency suite connector doors in the New Office Annex and Staff Diplomatic Apartment-1 found not to conform to the contract requirements or National Fire Protection Association standards.	Resolved
217	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	14	OIG recommends that the Bureau of Overseas Buildings Operations have a qualified professional experienced in the certification of elevators to meet EN 81 standards conduct a full inspection, analysis, and recertification of the New Office Annex and Staff Diplomatic Apartment-1 elevator sets. This inspection should include a comprehensive review of all submittals, plans, and specifications, as well as all installation methods and materials.	Resolved

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218	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	15	OIG recommends that the Bureau of Overseas Buildings Operations implement actions to correct all work related to the elevator sets in the New Office Annex and Staff Diplomatic Apartment-1 found not to conform to the contract requirements.	Resolved
219	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	16	OIG recommends that the Bureau of Overseas Buildings Operations establish and implement standards for quality assurance and oversight for construction projects, including (a) a minimum number of staff members assigned to provide management oversight, administration, and quality assurance on the basis of the size and complexity of the project and (b) minimum requirements for quality assurance staff regarding years of experience and technical qualifications.	Resolved
220	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	17	OIG recommends that the Bureau of Overseas Buildings Operations assign a project manager to oversee all efforts related to the inspection, analysis, recommissioning, and required repairs of existing installations in the New Office Annex and Staff Diplomatic Apartment-1. This project manager should help to prioritize corrective actions to address identified deficiencies and coordinate with key stakeholders in order to ensure that they are completed in a timely, cost-effective, and efficient manner.	Resolved
221	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	18	OIG recommends that the Bureau of Overseas Buildings Operations either a) require Caddell Construction, Inc. to replace and correct all work in the New Office Annex and Staff Diplomatic Apartment-1 found to be defective or non-conforming to contract requirements or b) seek an appropriate adjustment in contract price for all instances where, in the public interest, the Bureau of Overseas Buildings Operations consents to accept work that is defective or does not conform to contract requirements.	Resolved

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222	Bureau of Overseas Buildings Operations	AUD-MERO-17-44	Management Assistance Report: Building Deficiencies Identified at U.S. Embassy Kabul, Afghanistan Need Prompt Attention	6/27/2017	19	OIG recommends that, in all cases where the Bureau of Overseas Buildings Operations conducts an inspection, analysis, or recommissioning of existing installations in the New Office Annex and Staff Diplomatic Apartment-1 and finds the work to be defective or nonconforming in any material respect due to the fault of the contractor or its subcontractors, the Bureau of Overseas Buildings Operations should a) determine the cost of all inspections, analysis, or recommissioning of existing installations and b) recover this amount from Caddell Construction, Inc.	Resolved
223	Bureau of Overseas Buildings Operations	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	28	The Bureau of Overseas Buildings Operations, in coordination with Embassy Beijing, should implement a long-term strategy to evaluate seismic safety of residential buildings in the embassy housing pool. (Action: OBO, in coordination with Embassy Beijing)	Resolved
224	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	1	OIG recommends that the Bureau of Overseas Buildings Operations issue a Construction Alert defining which building equipment and systems must be fully commissioned prior to substantial completion and update its Policy and Procedures Directive for the Commissioning and Transition to Occupancy of Overseas Facilities (P&PD CM 01) to include those requirements.	Resolved
225	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	2	OIG recommends the Bureau of Overseas Buildings Operations require project directors to certify that all required building equipment and systems are fully commissioned prior to issuing the certificate of substantial completion.	Resolved

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226	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	3	OIG recommends that the Bureau of Overseas Buildings Operations establish and implement internal controls to verify that all required documentation in support of commissioning testing is completed prior to substantial completion. This should include all pre-functional checks, functional performance tests, and integrated systems tests to ensure that building equipment and systems are functioning as intended.	Started
227	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	4	OIG recommends that the Bureau of Overseas Buildings Operations move responsibility for oversight and management of commissioning agents from the Office of Construction Management to the Office of Facility Management. Specifically, the Office of Facility Management should oversee all aspects of the commissioning process, including (a) ensuring that commissioning agents have fulfilled the terms outlined in the statement of work; (b) verifying that all building systems are designed, installed, and tested to meet the Department's contract requirements; and (c) ensuring that commissioning of all major systems is done before the project is declared substantially complete.	Started

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228	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	5	OIG recommends that the Bureau of Overseas Buildings Operations update its Policy and Procedures Directive for the Commissioning and Transition to Occupancy of Overseas Facilities (P&PD CM 01) to include procedures for identifying and approving instances in which it is appropriate to issue the certificate of substantial completion before commissioning has been fully completed. Specifically, these protocols should include mechanisms that (a) require a formal waiver be issued by the construction executive to proceed with substantial completion and occupancy even though commissioning is not yet complete, (b) establish milestones for completing the commissioning process after substantial completion and occupancy, and (c) execute a contract modification requiring the contractor to grant an extended warranty for those systems that were not commissioned at the time of substantial completion.	Started
229	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	6	OIG recommends that the Bureau of Overseas Buildings Operations update its Policy and Procedures Directive for the Commissioning and Transition to Occupancy of Overseas Facilities (P&PD CM 01) as well as its Guide to Excellence in Diplomatic Facilities to ensure that references to the commencement of the warranty period are consistent with FAR 52.246-21, Warranty of Construction. Specifically, existing policies and procedures should be updated to indicate that the warranty period either begins at final acceptance unless the Government takes possession of any part of the work before final acceptance, in which case, the warranty shall begin at the date the Government takes possession. The Bureau of Overseas Buildings Operations should also explicitly define when the Government officially takes possession of the completed work, including whether possession occurs at substantial completion or at the time of occupancy.	Resolved

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230	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	7	OIG recommends that the Bureau of Overseas Buildings Operations establish requirements in its Policy and Procedures Directive for the Commissioning and Transition to Occupancy of Overseas Facilities (P&PD CM 01) for the preparation and submission of key project documents for newly constructed facilities, including (a) owner's project requirements, (b) a Basis of Design document, (c) systems manuals, (d) a commissioning plan, and (e) a final commissioning report. These documents should be prepared and submitted at the appropriate interval of construction for each building or facility constructed by the Bureau of Overseas Buildings Operations. Additionally, the requirements should indicate the parties responsible for preparation, review, and approval of each of the key project documents.	Started

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231	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	8	OIG recommends that the Bureau of Overseas Buildings Operations update its Policy and Procedures Directive for the Commissioning and Transition to Occupancy of Overseas Facilities (P&PD CM 01) to require its project directors and facility managers to establish a memorandum of agreement 9 months prior to the estimated substantial completion target date to facilitate the building turnover process. This memorandum of agreement should, at a minimum, (a) define the type of access that Facility Management personnel and operations and management contractors should be given to new buildings prior to substantial completion; (b) specify relevant documentation, such as punch lists, lists of equipment to be maintained, and commissioning documentation that should be provided to facility managers and operations and management contractors; and (c) establish timelines for providing building access and documentation to facility personnel and operations and management contractors prior to substantial completion and occupancy.	Resolved
232	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	9	OIG recommends that the Bureau of Overseas Buildings Operations update its Policy and Procedures Directive for the Commissioning and Transition to Occupancy of Overseas Facilities (P&PD CM 01) to require its project directors and facility managers to hold a pre-turnover meeting approximately 60 days prior to substantial completion. The entire project team should be included in this meeting with participants discussing the status of construction, commissioning, required turnover documentation, and the planned schedule and outstanding actions required to ensure a smooth and successful turnover of facilities.	Started

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233	Bureau of Overseas Buildings Operations	AUD-MERO-18-17	Audit of Bureau of Overseas Buildings Operations' Oversight of New Construction Projects at the U.S. Embassy in Kabul, Afghanistan	1/30/2018	10	OIG recommends that the Bureau of Overseas Buildings Operations develop requirements mandating the use of a phased approach for projects that involve the construction of multiple buildings or facilities. This approach should outline specific phasing requirements for each building or facility constructed, including separate and distinctive commissioning, substantial completion, turnover, and acceptance requirements. This approach should also include protocols for a phased operations and management turnover process, requiring the contractor to provide key operations and management deliverables at the completion of each building if multiple buildings or facilities are being constructed under a single Bureau of Overseas Buildings Operations construction contract.	Resolved
234	Bureau of Overseas Buildings Operations	ISP-I-18-12	Inspection of Embassy Managua, Nicaragua	3/5/2018	3	The Bureau of Overseas Buildings Operations, in coordination with the Bureau of Western Hemisphere Affairs, should conduct a cost-benefit analysis of Energy Savings Performance Contract SAQMMMA13F1607 prior to exercising contractual options for a second-phase expansion under the contract. (Action: OBO, in coordination with WHA)	Resolved
235	Bureau of Overseas Buildings Operations	AUD-MERO-18-32	Management Assistance Report: Improper Installation of Key Components of U.S. Embassy Kabul, Afghanistan's Fire Alarm System Needs Prompt Attention	4/9/2018	1	OIG recommends that the Bureau of Overseas Buildings Operations' Office of Fire Protection, in coordination with Embassy Kabul, take immediate action to establish a separate redundant path for the fire alarm system that will allow operational capability to continue in the event of damage to one part of the network, in accordance with National Fire Protection Association requirements.	Started
236	Bureau of Overseas Buildings Operations	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	20	The Bureau of Overseas Buildings Operations, in coordination with Embassy Djibouti, should implement a plan to evaluate all residences in the embassy housing pool for seismic risks and take action to address the deficiencies. (Action: OBO, in coordination with Embassy Djibouti)	Resolved

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237	Bureau of Overseas Buildings Operations	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	18	The Bureau of Overseas Buildings Operations, in coordination with Embassy Addis Ababa, should implement a plan to address the findings from its 2016 seismic report. (Action: OBO, in coordination with Embassy Addis Ababa)	Resolved
238	Bureau of Overseas Buildings Operations	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	19	The Bureau of Overseas Buildings Operations, in coordination with Embassy Addis Ababa, should implement a plan to address the embassy's safety, health, and environmental management deficiencies. (Action: OBO, in coordination with Embassy Addis Ababa).	Resolved
239	Bureau of Overseas Buildings Operations	AUD-MERO-18-46	Audit of the Bureau of Overseas Buildings Operations Process for Reviewing Invoices for the Construction of the U.S. Embassy in Islamabad, Pakistan	6/20/2018	2	OIG recommends that the Bureau of Overseas Buildings Operations require the Contracting Officer's Representative assigned to multi-year construction projects to include documentation in the invoice file that supports the amount requested by the contractor. Documentation should include quality assurance and work progress inspection records, meeting minutes with the contractor, and daily records of the contractor's activities, including hours worked and activities completed.	Unresolved
240	Bureau of Overseas Buildings Operations	AUD-MERO-18-46	Audit of the Bureau of Overseas Buildings Operations Process for Reviewing Invoices for the Construction of the U.S. Embassy in Islamabad, Pakistan	6/20/2018	3	OIG recommends that the Bureau of Overseas Buildings Operations develop and implement a Standard Operating Procedure similar to those promulgated by the U.S. Army Corps of Engineers for reviewing invoices for multi-year, multi-million-dollar construction projects.	Unresolved
241	Bureau of Population, Refugees, and Migration	AUD-MERO-18-48	Audit of Humanitarian Assistance to South Sudan	7/5/2018	1	OIG recommends that the Bureau of Population, Refugees, and Migration develop and implement procedures for Grants Officers and Grants Officer Representatives to verify that award recipients comply with approved budget plans and obtain permission to deviate from approved budget plans.	Resolved

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242	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	1	OIG recommends that the Bureau of South and Central Asian Affairs immediately terminate grant agreements S-AF200-13-CA-012 and S-AF200-13-CA-014 with Omran Holding Group and deobligate the \$5,092,874 in remaining funds.	Resolved
243	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	2	OIG recommends that the Bureau of South and Central Asian Affairs direct Omran Holding Group to reimburse the Department for the \$1,203,426 in unspent funds related to grant agreements S-AF200-13-CA-012 and S-AF200-13-CA-014, and verify that the Department has received reimbursement for all unspent funds.	Resolved
244	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	3	OIG recommends that the Bureau of South and Central Asian Affairs require the grants officer to determine the allowability of \$502,890 in potentially unallowable costs identified by OIG, direct Omran Holding Group to refund the Department any costs determined to be unallowable, and verify that funds have been refunded.	Resolved
245	Bureau of South and Central Asian Affairs	AUD-SI-17-43	Audit of Department of State Grants and Cooperative Agreements Awarded to Kennesaw State University	6/22/2017	1	OIG recommends that the Bureau of South and Central Asian Affairs (a) determine whether the \$229,405 in unallowable costs and \$565,046 in unsupported costs related to awards SAF20013CA024, SPK33013CA051, and SING65014GR053 (see tables B.1, B.5 and B.6 in Appendix B) are allowable and supported, and (b) recover any costs determined to be unallowable or unsupported.	Resolved
246	Bureau of South and Central Asian Affairs	AUD-MERO-17-47	Audit of the Bureau of South and Central Asian Affairs Invoice Review Process for the Afghanistan Life Support Services Contract	6/30/2017	1	OIG recommends that the Bureau of South and Central Asian Affairs direct its Afghanistan Life Support Services contract contracting officers' representatives to record performance for each distinct performance standard in the Afghanistan Life Support Services contract food services task order quality assurance report to further ensure that each performance standard is satisfactorily achieved and any identified deficiencies are addressed accordingly.	Resolved

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247	Bureau of South and Central Asian Affairs	AUD-MERO-17-47	Audit of the Bureau of South and Central Asian Affairs Invoice Review Process for the Afghanistan Life Support Services Contract	6/30/2017	2	OIG recommends that the Bureau of South and Central Asian Affairs develop and implement training to fully prepare and familiarize newly assigned contracting officer's representatives charged with overseeing the Afghanistan Life Support Services contract with the unique features of the contract.	Resolved
248	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	1	The Bureau of South and Central Asian Affairs should institute a formal, periodic process to measure program and policy performance against strategic goals. (Action: SCA)	Resolved
249	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	2	The Bureau of South and Central Asian Affairs should conduct a second, more comprehensive review of its staffing and skills inventory to achieve a balance among meeting mission needs, delivering efficient service, and managing employees effectively. (Action: SCA)	Resolved
250	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	3	The Bureau of South and Central Asian Affairs should implement a bureau-wide process to track foreign assistance that fully obligates foreign assistance appropriations and identifies and reclassifies foreign assistance funds before the funds cancel. (Action: SCA)	Resolved
251	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	4	The Bureau of South and Central Asian Affairs should complete and file monitoring reports, Grants Officer Representative designation letters, and Grants Officer Representative evaluation reports for its non-public diplomacy grants. (Action: SCA)	Resolved
252	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	5	The Bureau of South and Central Asian Affairs should measure all its project objectives with indicators that meet Department guidelines and use those indicators in required reports. (Action: SCA)	Resolved
253	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	6	The Bureau of South and Central Asian Affairs should require all Government Technical Monitors to complete mandatory training. (Action: SCA)	Resolved

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254	Bureau of South and Central Asian Affairs	ISP-I-18-11	Inspection of the Bureau of South and Central Asian Affairs	2/21/2018	7	The Bureau of South and Central Asian Affairs should complete the nine remaining Civil Service performance appraisals for the 2016 rating cycle. (Action: SCA)	Resolved
255	Bureau of South and Central Asian Affairs	AUD-MERO-18-35	Audit of Costs Invoiced Under the Afghanistan Life Support Services Contracts	4/13/2018	3	OIG recommends that the Bureau of South and Central Asian Affairs develop and implement a quality assurance process to track invoice review results and periodically test invoice reviews for accuracy to further ensure the effectiveness of its invoice review process.	Resolved
256	Bureau of the Comptroller and Global Financial Services	AUD-CGI-16-48	Audit of the Department of State Travel Card Program	9/27/2016	1	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop, implement, and publish policies in the Foreign Affairs Manual and/or Foreign Affairs Handbook governing cash advances on Department-issued travel cards, specifically regarding the timing and dollar value of cash advances that may be obtained.	Resolved
257	Bureau of the Comptroller and Global Financial Services	AUD-CGI-16-48	Audit of the Department of State Travel Card Program	9/27/2016	4	OIG recommends that the Bureau of the Comptroller and Global Financial Services establish controls to identify Department employees eligible to receive a travel card who travel more than two times in a 12-month period and verify that they obtain and use a Department-issued travel card for all official travel-related expenses.	Resolved
258	Bureau of the Comptroller and Global Financial Services	AUD-CGI-16-48	Audit of the Department of State Travel Card Program	9/27/2016	5	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement split disbursement procedures as required by the Office of Management and Budget for all Department-issued travel card holders.	Resolved
259	Bureau of the Comptroller and Global Financial Services	ESP-16-04	Department of State Has Administrative Leave Policies but Lacks Complete and Accurate Data on the Use of Leave	9/30/2016	1	The Bureau of the Comptroller and Global Financial Services, in conjunction with the Bureau of Human Resources, should ensure that its new payroll systems have the ability to collect information regarding the justification for why administrative leave is granted.	Resolved

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260	Bureau of the Comptroller and Global Financial Services	AUD-FM-17-42	Audit of Department of State FY 2016 Compliance With Improper Payments Requirements	5/12/2017	2	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement a method to obtain information regarding the collection status of improper payments identified in OIG reports for the applicable fiscal year.	Resolved
261	Bureau of the Comptroller and Global Financial Services	AUD-FM-17-42	Audit of Department of State FY 2016 Compliance With Improper Payments Requirements	5/12/2017	3	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement a method to obtain information regarding the collection status of improper payments identified in Defense Contract Audit Agency reports for the applicable fiscal year.	Resolved
262	Bureau of the Comptroller and Global Financial Services	AUD-FM-17-42	Audit of Department of State FY 2016 Compliance With Improper Payments Requirements	5/12/2017	4	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement a method to obtain information on improper payments identified and recovered by other Department of State bureaus and offices through contract and grant oversight activities, such as contract and grant closeout procedures, during the applicable fiscal year.	Resolved
263	Bureau of the Comptroller and Global Financial Services	AUD-FM-17-42	Audit of Department of State FY 2016 Compliance With Improper Payments Requirements	5/12/2017	5	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement a process to report all improper payments identified by sources outside payment recapture audits for the applicable period in the annual Agency Financial Report. The process should require the Bureau of the Comptroller and Global Financial Services to present this information even if corresponding collection information is not readily available, unless written instructions advising otherwise is obtained from the Office of Management and Budget.	Resolved

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264	Bureau of the Comptroller and Global Financial Services	ISP-C-17-32	Compliance Follow-up Review: Department of State Has Not Implemented Recommendations Pertaining to Official Residence Expense Staff Salaries	8/9/2017	1	The Bureau of the Comptroller and Global Financial Services, in coordination with the Bureau of Human Resources, should issue consistent guidance to overseas missions on the proper procedures for paying Official Residence Expense staff salaries within 30 days of the issuance of this report. (Action: CGFS, in coordination with DGHR)	Resolved
265	Bureau of the Comptroller and Global Financial Services	ISP-C-17-32	Compliance Follow-up Review: Department of State Has Not Implemented Recommendations Pertaining to Official Residence Expense Staff Salaries	8/9/2017	2	The Bureau of the Comptroller and Global Financial Services, in coordination with the Bureau of Human Resources, should revise and reissue consistent Foreign Affairs Manual and Foreign Affairs Handbook guidance on paying Official Residence Expense staff salaries within 6 months of the issuance of this report. (Action: CGFS, in coordination with DGHR)	Resolved
266	Bureau of the Comptroller and Global Financial Services	AUD-FM-17-51	Audit of Select Cost-of-Living Allowances for American Employees Stationed in Foreign Areas	8/31/2017	14	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement uniform guidance for use by overseas posts to identify education allowance payments by student to comply with Department of State Standardized Regulations. This process, at a minimum, should include setting up individual obligations by student for the education allowance and include documentation requirements. The process instructions should be disseminated to all posts and then formalized in relevant Foreign Affairs Manual or Foreign Affairs Handbook sections, accordingly.	Resolved
267	Bureau of the Comptroller and Global Financial Services	AUD-FM-17-53	Audit of the Bureau of Consular Affairs Fee-Setting Methodology for Selected Consular Services	9/7/2017	3	OIG recommends that the Bureau of the Comptroller and Global Financial Services determine whether the Bureau of Consular Affairs violated the Antideficiency Act, 31 U.S. Code § 1341, for each year in which it spent funds from any fee collections in excess of cost, and report any violations as required by 31 U.S. Code § 1351 and in accordance with Office of Management and Budget Circular A-11, Section 145.	Resolved

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268	Bureau of the Comptroller and Global Financial Services	AUD-FM-18-03	Audit of the Department of State's Implementation of the Digital Accountability and Transparency Act of 2014	11/6/2017	1	OIG recommends that the Bureau of the Comptroller and Global Financial Services complete the implementation of system interfaces and new procedures that are designed to improve financial data collection overseas.	Resolved
269	Bureau of the Comptroller and Global Financial Services	AUD-FM-18-03	Audit of the Department of State's Implementation of the Digital Accountability and Transparency Act of 2014	11/6/2017	2	OIG recommends that the Bureau of the Comptroller and Global Financial Services, in coordination with the Bureau of Administration, update and issue guidance for Contracting Officers and Grants Officers related to entering accurate and complete procurement and financial assistance award transaction data into the Federal Procurement Data System – Next Generation and the Award Submission Portal.	Resolved
270	Bureau of the Comptroller and Global Financial Services	AUD-FM-18-03	Audit of the Department of State's Implementation of the Digital Accountability and Transparency Act of 2014	11/6/2017	3	OIG recommends that the Bureau of the Comptroller and Global Financial Services, in coordination with the Bureau of Administration, modify existing quality control procedures to include a requirement to verify the accuracy of data contained in DATA Act Files D1 and D2 generated from the Federal Procurement Data System – Next Generation and the Award Submission Portal.	Resolved
271	Bureau of the Comptroller and Global Financial Services	AUD-FM-18-03	Audit of the Department of State's Implementation of the Digital Accountability and Transparency Act of 2014	11/6/2017	4	OIG recommends that the Bureau of the Comptroller and Global Financial Services develop and implement procedures to verify that the quarterly DATA Act File C submission includes only transactions that occurred within the applicable quarter.	Resolved
272	Chief Information Officer	ESP-16-03	Office of the Secretary: Evaluation of Email Records Management and Cybersecurity Requirements	5/1/2016	7	The Bureau of Information Resource Management should: - issue regular notices to remind Department employees of the risks associated with the use of non-Departmental systems; - provide periodic briefings on such risks to staff at all levels; and - evaluate the cost and feasibility of conducting regular audits of computer system usage to ascertain the degree to which Department employees are following the laws and policies concerning the use of personal email accounts.	Resolved

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273	Consulate General Hamilton	ISP-I-17-26	Inspection of Emergency Preparedness at Consulate General Hamilton, Bermuda	5/23/2017	2	Consulate General Hamilton should test its high-frequency radio network in accordance with Department standards. (Action: Consulate General Hamilton)	Resolved
274	Consulate General Hamilton	ISP-I-17-26	Inspection of Emergency Preparedness at Consulate General Hamilton, Bermuda	5/23/2017	3	Consulate General Hamilton, in coordination with the Regional Information Management Center in Ft. Lauderdale, should repair or replace the high-frequency radio at its alternate command center. (Action: Consulate General Hamilton, in coordination with RIMC Ft. Lauderdale)	Resolved
275	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	6	Consulate General Hong Kong, in coordination with the Bureau of Overseas Buildings Operations and the Bureau of Consular Affairs, should provide a wheelchair-accessible interview window for consular customers. (Action: Consulate General Hong Kong, in coordination with OBO and CA)	Resolved
276	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	8	Consulate General Hong Kong should update its standard operating procedure for grants administration to include checking the Excluded Parties List system and preparing a Grants Officer's Delegation of Authority Letter. (Action: Consulate General Hong Kong)	Resolved
277	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	12	Consulate General Hong Kong, in coordination with the Bureau of Administration, should clarify whether transportation of non-U.S. Government employees to representational events is appropriate, and then document the justification in accordance with Department standards. (Action: Consulate General Hong Kong in coordination with A).	Resolved
278	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	14	Consulate General Hong Kong should require all drivers to be trained and medically cleared in accordance with the Department's Motor Vehicle Safety Management Program. (Action: Consulate General Hong Kong)	Resolved
279	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	15	Consulate General Hong Kong should limit driver duty hours to 10 hours per day. (Action: Consulate General Hong Kong)	Resolved

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280	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	18	Consulate General Hong Kong should implement procedures to inventory and store controlled substances in accordance with Department standards. (Action: Consulate General Hong Kong)	Resolved
281	Consulate General Hong Kong	ISP-I-18-06	Inspection of Consulate General Hong Kong, China	11/30/2017	19	Consulate General Hong Kong should implement knowledge management procedures for capturing, sharing, transferring, and retaining information related to its information management programs. (Action: Consulate General Hong Kong)	Resolved
282	Consulate General Jerusalem	ISP-I-17-18	Inspection of Consulate General Jerusalem	6/12/2017	5	Consulate General Jerusalem should enforce Department motor vehicle standards for all personnel under Chief of Mission authority (Action: Consulate General Jerusalem)	Resolved
283	Consulate General Jerusalem	ISP-I-17-18	Inspection of Consulate General Jerusalem	6/12/2017	17	Consulate General Jerusalem should update and test the information technology contingency plans for the unclassified and the classified networks and develop a process for periodically updating the plans as systems environments and resources change. (Action: Consulate General Jerusalem)	Resolved
284	Consulate General Jerusalem	ISP-I-17-18	Inspection of Consulate General Jerusalem	6/12/2017	18	Consulate General Jerusalem should conduct initial and annual refresher contingency training for personnel based on their classified and unclassified information technology contingency planning roles and responsibilities. (Action: Consulate General Jerusalem)	Resolved
285	Consulate General Jerusalem	ISP-I-17-18	Inspection of Consulate General Jerusalem	6/12/2017	25	Consulate General Jerusalem should establish safe and secure diplomatic mail and pouch sorting spaces. (Action: Consulate General Jerusalem)	Resolved
286	Embassy Accra	ISP-I-17-17	Inspection of Embassy Accra, Ghana	6/2/2017	5	Embassy Accra, in coordination with the Bureau of Overseas Buildings Operations, should reconfigure the Consular Section and neighboring office space in accordance with Department standards. (Embassy Accra, in coordination with OBO)	Resolved

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287	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	1	Embassy Addis Ababa should update the memorandum of agreement between the Commander, U.S. Africa Command, and Chief of Mission, Embassy Addis Ababa, for security and force protection of Department of Defense elements and personnel in Ethiopia, in accordance with Department guidelines. (Action: Embassy Addis Ababa)	Resolved
288	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	2	Embassy Addis Ababa should assign an appropriate reviewing officer for all untenured Foreign Service generalist officer evaluations. (Action: Addis Ababa)	Resolved
289	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	3	Embassy Addis Ababa should document Federal assistance awards in accordance with Department standards. (Action: Embassy Addis Ababa)	Resolved
290	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	4	Embassy Addis Ababa, in coordination with the Bureau of African Affairs and the Bureau of International Information Programs, should implement a formal social media strategy. (Action: Embassy Addis Ababa, in coordination with AF and IIP)	Resolved
291	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	5	Embassy Addis Ababa, in coordination with the Bureau of Administration, should revise and implement the Public Affairs Section's internal standard operating procedure for grants administration to comply with Department requirements. (Action: Embassy Addis Ababa, in coordination with A)	Resolved
292	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	6	Embassy Addis Ababa, in coordination with the Bureau of International Information Programs, should implement annual resource development and program plans for its American Spaces. (Action: Embassy Addis Ababa, in coordination with IIP)	Resolved
293	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	7	Embassy Addis Ababa, in coordination with the Bureau of Educational and Cultural Programs, should acquire and make available a collection of materials to promote the self-study of English at the Col. C. John Robinson American Center. (Action: Embassy Addis Ababa, in coordination with ECA)	Resolved

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294	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	8	Embassy Addis Ababa should implement a standard operating procedure for destruction of consular personally identifiable information that complies with Department standards. (Action: Embassy Addis Ababa)	Resolved
295	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	9	Embassy Addis Ababa, in coordination with the Bureau of Consular Affairs and the Bureau of Overseas Buildings Operations, should replace the consular cashier booth door with one that meets Department standards. (Action: Embassy Addis Ababa, in coordination with CA and OBO)	Resolved
296	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	11	Embassy Addis Ababa, in coordination with the Bureau of Administration, should implement property management internal controls, in accordance with Department standards. (Action: Embassy Addis Ababa, in coordination with A)	Resolved
297	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	12	Embassy Addis Ababa should implement a real property management program that is fully compliant with Department requirements. (Action: Embassy Addis Ababa)	Resolved
298	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	13	Embassy Addis Ababa should implement a comprehensive policy outlining the requirements for third-party vehicle liability insurance, in accordance with Department standards. (Action: Embassy Addis Ababa)	Resolved
299	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	14	Embassy Addis Ababa should bring its motor vehicle safety program into compliance with the Department's Overseas Motor Vehicle Safety Management Program. (Action: Embassy Addis Ababa)	Resolved
300	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	15	Embassy Addis Ababa should update its motor vehicle policy to comply with Department standards and host country laws. (Action: Embassy Addis Ababa)	Resolved
301	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	16	Embassy Addis Ababa should prohibit locally employed staff mechanics from servicing personally owned vehicles on U.S. Government property or with U.S. Government equipment. (Action: Embassy Addis Ababa)	Resolved

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302	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	17	Embassy Addis Ababa should bring its Contracting Officer's Representative files into compliance with Department standards. (Action: Embassy Addis Ababa)	Resolved
303	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	20	Embassy Addis Ababa should revise and reissue its management policy on the Special Immigrant Visa program to conform with Foreign Affairs Manual standards and invite applicants previously denied to submit new applications. (Action: Embassy Addis Ababa)	Resolved
304	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	21	Embassy Addis Ababa, in coordination with the Bureau of African Affairs, should conduct a detailed and thorough review of locally employed staff position descriptions. (Action: Embassy Addis Ababa, in coordination with AF)	Resolved
305	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	22	Embassy Addis Ababa, in coordination with the Bureau of Human Resources, should update and translate its Local Employee Handbook in accordance with Department guidance. (Action: Embassy Addis Ababa, in coordination with DGHR)	Resolved
306	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	23	Embassy Addis Ababa, in coordination with the Bureau of Human Resources, should implement a system to review and track reimbursements for the local staff medical reimbursement program in accordance with Department guidance. (Action: Embassy Addis Ababa, in coordination with DGHR)	Resolved
307	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	24	Embassy Addis Ababa should discontinue its support of the Lake Langano facility, put \$74,457 to better use, and require the American Employees' Recreation Association to assume full responsibility for the operation of the site. (Action: Embassy Addis Ababa)	Resolved
308	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	25	Embassy Addis Ababa should perform Information System Security Officer duties in accordance with Department standards. (Action: Embassy Addis Ababa)	Resolved

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309	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	26	Embassy Addis Ababa should conduct annual information technology contingency plan testing of the unclassified and classified networks, in accordance with Department standards. (Action: Embassy Addis Ababa)	Resolved
310	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	27	Embassy Addis Ababa should implement a policy and standard operating procedures that provide oversight of the diplomatic pouch, in accordance with Department standards. (Action: Embassy Addis Ababa)	Resolved
311	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	28	Embassy Addis Ababa should implement standard operating procedures for the authorization, issuance, and tracking of all embassy issued cellular telephones. (Action: Embassy Addis Ababa)	Resolved
312	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	29	Embassy Addis Ababa should stop managing personal internet service for embassy employees and collect \$99,324 from employees who had internet service at their residences that was paid by the embassy in FY 2017 and put those funds to better use. (Action: Embassy Addis Ababa)	Resolved
313	Embassy Addis Ababa	ISP-I-18-18	Inspection of Embassy Addis Ababa, Ethiopia	5/25/2018	30	Embassy Addis Ababa should establish a records management program in accordance with Department guidelines. (Action: Embassy Addis Ababa)	Resolved
314	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	3	OIG recommends that Embassy Amman (1) review all purchase orders and delivery orders from October 1, 2012, to January 31, 2017, that relate to diesel fuel and gasoline purchases, as well as fuel card expenditures, to determine whether any additional unauthorized commitments occurred and (2) provide all results to the Procurement Executive at the Bureau of Administration, Office of the Procurement Executive, for review and possible ratification.	Resolved
315	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	5	OIG recommends that Embassy Amman develop and implement procedures that safeguard Embassy Amman against unauthorized commitments when processing all types of requests for fuel.	Resolved

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316	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	6	OIG recommends that Embassy Amman review all purchase orders for gasoline and diesel fuel awarded between October 2012 and August 2016 and follow the procedures outlined in Federal Acquisition Regulation, Part 4.804, "Closeout of Contract Files," to close all purchase orders and deobligate all funds remaining on those purchase orders, including the \$259,631 OIG identified.	Resolved
317	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	7	OIG recommends that Embassy Amman review its procedures within its procurement functions and immediately adopt and implement necessary changes so that all future contracts can be properly closed and funds timely deobligated in accordance with Federal Acquisition Regulation, Part 4.804, "Closeout of Contract Files."	Resolved
318	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	8	OIG recommends that Embassy Amman develop and implement training on contract file retention requirements as defined in Federal Acquisition Regulation 4.805, "Storage, Handling, and Contract Files," and the Foreign Affairs Handbook (FAH), 14 FAH-2 H-573.3, "Government Contract Files," and provide this training annually to all personnel within the General Services Office.	Resolved
319	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	9	OIG recommends that Embassy Amman, to the extent practicable, identify and recreate all contract files that were destroyed prior to expiration of the 6-year retention requirement in accordance with Federal Acquisition Regulation 4.805, "Storage, Handling, and Contract Files," and also create an electronic copy of all recreated contracts on a shared drive for administrative ease according to the Foreign Affairs Handbook (FAH), 14 FAH-2 H-573.3, "Government Contract Files."	Resolved

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320	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	10	OIG recommends that Embassy Amman develop and implement a quality assurance surveillance plan for contract SJO10015D0003 based on the contract's performance work statement and incorporate procedures to (1) test gasoline for water content and sediment and (2) require contractors to certify that delivered gasoline is 95 octane, as required in the contract.	Resolved
321	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	11	OIG recommends that Embassy Amman develop and implement a quality assurance surveillance plan for contract SJO10016D0017 based on the contract's performance work statement and incorporate procedures to test diesel fuel for water content and sediment.	Resolved
322	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	12	OIG recommends that Embassy Amman establish and implement procedures in the quality assurance surveillance plans for contracts SJO10015D0003 and SJO10016D0017 that require oversight personnel to (1) independently verify the quantity of fuel delivered using embassy-owned flow meters and (2) detail the process that should be followed if fuel does not meet quality standards or if the volume of fuel measured by the embassy's flow meters does not match the contractor's flow meters.	Resolved
323	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	13	OIG recommends that Embassy Amman assign Government Technical Monitors that are Level II Federal Acquisition Certification for Contracting Officer's Representatives certified to accept gasoline for contract SJO10015D0003 and to accept residential diesel fuel for contract SJO10016D0017 on behalf of the Contracting Officer's Representatives.	Resolved

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324	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	14	OIG recommends that Embassy Amman establish and implement procedures and corresponding checklists that require Contracting Officer's Representatives (CORs) to maintain all pertinent documentation in the COR files in accordance with the Bureau of Administration, Office of the Procurement Executive Procurement, Information Bulletin 2014-10, "Contract Files and COR File Checklist (Updated June 4, 2015)."	Resolved
325	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	15	OIG recommends that Embassy Amman direct its Contracting Officers to immediately review the Contracting Officer's Representatives' files for contracts SJO10015D0003 and SJO10016D0017 for completeness and include in the contract files the results for this review.	Resolved
326	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	16	OIG recommends that Embassy Amman establish and implement procedures to have its Contracting Officers review the Contracting Officer's Representatives' files for contracts SJO10015D0003 and SJO10016D0017 on an annual basis, including a requirement to annotate the results of the review, such as findings and recommended actions, in the file.	Resolved
327	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	17	OIG recommends that Embassy Amman develop and implement procedures to obtain Contracting Officer's Representative (COR) files, including contracts SJO10015D0003 and SJO10016D0017, from the CORs upon completion or termination of the contracts to be retained in the Contracting Officer's official contract file.	Resolved
328	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	18	OIG recommends that Embassy Amman provide training to Contracting Officers regarding their obligations to verify that all Contracting Officer's Representative (COR) candidates are certified at the appropriate level of the Federal Acquisition Certification for Contracting Officer's Representatives prior to appointing candidates as a COR.	Resolved

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329	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	19	OIG recommends that Embassy Amman establish and implement procedures requiring Contracting Officer's Representative (COR) delegations to be reviewed by the Contracting Officer's supervisor to ensure that all COR delegations are executed in accordance with the Department's Procurement Information Bulletin 2012-15.	Resolved
330	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	20	OIG recommends that Embassy Amman review all invoices submitted by fuel contractors from October 2012 through January 2017 for contracts SJO10013D0001, SJO10015D0003, and SJO10016D0017 to (a) determine whether the \$1.9 million paid against those invoices and identified by OIG as unsupported costs are allowable, and (b) recover any costs determined to be unallowable.	Resolved
331	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	21	OIG recommends that Embassy Amman review all invoices submitted by fuel contractors from October 2012 through January 2017 for contracts SJO10013D0001, SJO10015D0003, and SJO10016D0017 to (a) determine whether the \$6.4 million paid against those invoices and projected by OIG as unsupported costs are allowable, and (b) recover any costs determined to be unallowable.	Resolved
332	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	22	OIG recommends that Embassy Amman develop and implement invoice review procedures and corresponding checklists that require, at a minimum, voucher examiners to review submitted invoices for (1) all proper elements that are required by Federal Acquisition Regulation 32.905, "Payment Documentation and Process," (2) the translation of key words if the invoice is in a foreign language as required by the Foreign Affairs Handbook (FAH) under 4 FAH-3 H-422, "Invoices," and (3) evidence that the Contracting Officer's Representatives certified the validity of the costs claimed and that the goods and/or services had been received.	Resolved

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333	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	23	OIG recommends that Embassy Amman develop and implement invoice review procedures that require, at a minimum, all fuel contractor invoices to be (1) stamped with the date they are received, (2) tracked throughout the review and approval process, and (3) automatically paid, with the interest penalties due to the contractor if the invoice is paid late, so that contractor payments can be made consistent with the requirements of the Prompt Payment.	Resolved
334	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	24	OIG recommends that Embassy Amman review all invoices paid against contracts SJO10013D0001, SJO10015D0003, and SJO10016D0017 and (a) determine the dates by which to start the prompt payment clock, (b) compare those dates to the dates the invoices were paid, (c) calculate interest penalties for those invoices that were paid after the 30-day requirement, and (d) determine if interest penalties should be paid to the contractors in accordance with prompt payment requirements in 5 Code of Federal Regulations § 1315.	Resolved
335	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	25	OIG recommends that Embassy Amman modify contracts SJO10015D0003 and SJO10016D0017 to (a) clarify procedures for contractors to submit invoices directly to the Financial Management Office according to the provisions and clauses section of those contracts, and (b) replace language that requires the contractor to provide Contracting Officer's Representatives with the invoices at the time of delivery with a requirement to provide bills of lading at the time of delivery.	Resolved
336	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	26	OIG recommends that Embassy Amman issue letters to the fuel contractors for contracts SJO10015D0003 and SJO10016D0017 directing them to submit proper invoices to Embassy Amman's Financial Management Office in accordance with the clauses section of the respective contracts.	Resolved

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337	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	27	OIG recommends that Embassy Amman establish and implement invoice review procedures and corresponding checklists for Contracting Officer's Representatives (CORs) assigned to contracts SJO10015D0003 and SJO10016D0017 that require the CORs to (1) verify quantities of fuel received, unit prices paid, and the total cost of the invoices against contractual terms and supporting documentation, in accordance with the Foreign Affairs Handbook (FAH) under 14 FAH-2 H-142, "Responsibilities of the Contracting Officer's Representative (COR)," and 4 FAH-3 H-425, "Voucher Prepayment Examination;" and (2) certify invoices with an authorized signature, in accordance with the Foreign Affairs Manual (FAM) under 4 FAM 424, "Voucher Approval."	Resolved
338	Embassy Amman	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	28	OIG recommends that Embassy Amman (1) perform a reconciliation of all invoices submitted and paid against contracts SJO10013D0001, SJO10015D0003, and SJO10016D0017 to determine whether the contractors were overpaid or underpaid, and (2) either pursue reimbursement or pay any additional amounts owed to the contractors.	Resolved
339	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	1	Embassy Beijing, in coordination with the Bureau of East Asian and Pacific Affairs, should determine whether Consulate General Shanghai requires a deputy principal officer, and if so, formally establish the position and delineate its duties, including supervisor responsibilities. (Action: Embassy Beijing, in coordination with EAP)	Resolved
340	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	3	Embassy Beijing, in coordination with the Bureau of International Information Programs, should require the consulates general to develop annual resource development and program plans for their American Spaces. (Action: Embassy Beijing, in coordination with IIP).	Resolved

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341	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	4	Embassy Beijing, in coordination with the Bureau of East Asian and Pacific Affairs, should suspend new funding for American Cultural Centers and conduct a formal evaluation of the American Cultural Center program. (Action: Embassy Beijing, in coordination with EAP)	Resolved
342	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	11	Embassy Beijing, in coordination with the Bureau of Overseas Buildings Operations and the Bureau of Consular Affairs, should provide a wheelchair-accessible interview window for consular applicants at Consulate General Chengdu. (Action: Embassy Beijing, in coordination with OBO and CA)	Resolved
343	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	12	Embassy Beijing, in coordination with the Bureau of Overseas Buildings Operations and the Bureau of Consular Affairs, should provide a privacy booth in the consular waiting room at Consulate General Chengdu. (Action: Embassy Beijing, in coordination with OBO and CA)	Resolved
344	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	16	Embassy Beijing, in coordination with the Bureau of Administration, should require Consulate General Wuhan to report its own location-specific survey data for post allowances. (Action: Embassy Beijing, in coordination with A)	Resolved
345	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	17	Embassy Beijing, in coordination with the Bureau of Administration, should require Consulates General Chengdu and Wuhan to submit updated post consumables allowances justifications. (Action: Embassy Beijing, in coordination with A)	Resolved
346	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	19	Embassy Beijing should implement a standard operating procedure for employees to pay for housing-related services that are not the responsibility of the U.S. Government. (Action: Embassy Beijing)	Resolved
347	Embassy Beijing	ISP-I-18-04	Inspection of Embassy Beijing and Constituent Posts, China	12/11/2017	26	Embassy Beijing should require that all mission drivers have valid medical clearances in order to operate official vehicles. (Action: Embassy Beijing).	Resolved

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348	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	1	Embassy Copenhagen, in coordination with the Bureau of European and Eurasian Affairs, and the Bureau of the Comptroller and Global Financial Services, should reprogram at least one Diplomatic and Consular Program-funded Information Management position to an International Cooperative Administrative Support Services-funded position. (Action: Embassy Copenhagen, in coordination with EUR and CGFS)	Resolved
349	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	2	Embassy Copenhagen should conduct an annual utilization survey of its personal property inventory. (Action: Embassy Copenhagen)	Resolved
350	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	3	Embassy Copenhagen, in coordination with the Bureau of European and Eurasian Affairs, Bureau of Administration, and Bureau of Overseas Buildings Operations, should determine the most cost effective option of meeting its residential furniture requirements. (Embassy Copenhagen, in coordination with EUR, A, and OBO)	Resolved
351	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	4	Embassy Copenhagen, in coordination with the Bureau of Overseas Buildings Operations, should implement a preventive maintenance program that complies with Department standards. (Action: Embassy Copenhagen, in coordination with OBO)	Resolved
352	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	5	Embassy Copenhagen, in coordination with the Bureau of Overseas Buildings Operations, should implement an action plan to resolve the embassy's fire protection deficiencies and bring the program into full compliance with Department standards. (Action: Embassy Copenhagen, in coordination with OBO)	Resolved
353	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	6	Embassy Copenhagen should perform Information System Security Officer duties in accordance with Department standards. (Action: Embassy Copenhagen)	Resolved

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354	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	7	Embassy Copenhagen, in coordination with the Bureaus of Diplomatic Security and Overseas Buildings Operations, should complete the installation of the mail screening facility and implement a procedure for processing incoming local mail in accordance with Department standards. (Action: Embassy Copenhagen, in coordination with DS and OBO)	Resolved
355	Embassy Copenhagen	ISP-I-18-23	Inspection of Embassy Copenhagen, Denmark	4/23/2018	8	Embassy Copenhagen should establish a records management program in accordance with Department guidance. (Action: Embassy Copenhagen)	Resolved
356	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	2	Embassy Djibouti, in coordination with the Bureau of African Affairs and the Bureau of International Information Programs, should implement a social media strategy. (Action: Embassy Djibouti, in coordination with AF and IIP)	Resolved
357	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	3	Embassy Djibouti, in coordination with the Bureau of International Information Programs, should implement an annual resource development and programming plan for its American Space. (Action: Embassy Djibouti, in coordination with IIP)	Resolved
358	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	4	Embassy Djibouti, in coordination with the Bureau of Administration, should prepare risk assessments and monitoring plans for all Public Affairs Section grants. (Action: Embassy Djibouti, in coordination with A)	Resolved
359	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	6	Embassy Djibouti, in coordination with the Bureau of Consular Affairs and the Bureau of Overseas Buildings Operations, should renovate the Consular Section to expand consular processing capabilities, improve management controls, and accommodate anticipated increased staffing. (Action: Embassy Djibouti, in coordination with CA and OBO)	Resolved

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360	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	7	Embassy Djibouti, in coordination with the Bureau of Administration and the Bureau of African Affairs, should bring the embassy's property program into full compliance with Department standards. (Action: Embassy Djibouti, in coordination with A and AF)	Resolved
361	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	8	Embassy Djibouti should implement a comprehensive residential fuel delivery program that complies with Department standards. (Action: Embassy Djibouti)	Resolved
362	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	9	Embassy Djibouti should comply with the Department's Motor Vehicle Safety Management Program policy on vehicle operator duty limits. (Action: Embassy Djibouti)	Resolved
363	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	10	Embassy Djibouti should update its vehicle policy to be compliant with Department standards. (Action: Embassy Djibouti).	Resolved
364	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	11	Embassy Djibouti should require all mission drivers to comply with the Overseas Motor Vehicle Safety Management Program. (Action: Embassy Djibouti)	Resolved
365	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	12	Embassy Djibouti should prohibit locally employed staff mechanics from repairing personally owned vehicles on U.S. Government property or with U.S. Government equipment. (Action: Embassy Djibouti)	Resolved
366	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	13	Embassy Djibouti should implement a housing program that is fully compliant with Department standards. (Action: Embassy Djibouti)	Resolved
367	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	14	Embassy Djibouti, in coordination with Bureau of African Affairs, should implement a comprehensive program for updating locally employed staff position descriptions in accordance with Department standards. (Action: Embassy Djibouti, in coordination with AF)	Resolved
368	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	15	Embassy Djibouti, in coordination with the Bureau of Human Resources, should update and translate into relevant language(s) its Locally Employed Staff Handbook. (Action: Embassy Djibouti, in coordination with DGHR)	Resolved

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369	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	16	Embassy Djibouti should implement a comprehensive policy outlining the requirements for vehicle third party liability coverage in accordance with Department standards. (Action: Embassy Djibouti)	Resolved
370	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	17	Embassy Djibouti, in coordination with the Bureau of Administration, should submit updated post consumables and retail price surveys. (Action: Embassy Djibouti, in coordination with A)	Resolved
371	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	18	Embassy Djibouti should charge agencies and personnel appropriately for official and personal phone calls. (Action: Embassy Djibouti)	Resolved
372	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	19	Embassy Djibouti should use electronic funds transfer for taxi and medical reimbursements over \$25 to local employees. (Action: Embassy Djibouti)	Resolved
373	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	21	Embassy Djibouti, in coordination with the Bureau of Overseas Buildings Operations, should train its local staff in preventive maintenance or establish appropriate preventive maintenance contracts. (Action: Embassy Djibouti, in coordination with OBO)	Resolved
374	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	22	Embassy Djibouti, in coordination with the Bureau of Overseas Buildings Operations, should establish and implement a plan to appropriately store flammable materials. (Action: Embassy Djibouti, in coordination with OBO)	Resolved
375	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	23	Embassy Djibouti should reassign Information System Security Officer responsibilities to comply with the Department's separation of duties requirement. (Action: Embassy Djibouti)	Resolved
376	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	24	Embassy Djibouti should complete and record Information Systems Security Officer tasks as required by Department standards. (Action: Embassy Djibouti)	Resolved

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377	Embassy Djibouti	ISP-I-18-14	Inspection of Embassy Djibouti, Djibouti	4/18/2018	25	Embassy Djibouti should conduct annual information technology contingency plan testing of the unclassified and classified networks in accordance with Department standards. (Action: Embassy Djibouti)	Resolved
378	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	1	Embassy Dublin should complete an annual mission-wide acquisition plan. (Action: Embassy Dublin)	Resolved
379	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	2	Embassy Dublin should administer its fuel card program in accordance with Department requirements. (Action: Embassy Dublin)	Resolved
380	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	3	Embassy Dublin should require that the chief of mission chauffeurs comply with applicable Department motor vehicle safety requirements. (Action: Embassy Dublin)	Resolved
381	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	4	Embassy Dublin should document all nonexpendable property transfers in accordance with Department standards. (Action: Embassy Dublin)	Resolved
382	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	5	Embassy Dublin should require authorizing officials to approve employee overtime requests in advance, in accordance with Department guidance. (Action: Embassy Dublin)	Resolved
383	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	6	Embassy Dublin should submit its overdue allowance reports to the Bureau of Administration, in accordance with Department standards. (Action: Embassy Dublin)	Resolved
384	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	7	Embassy Dublin should enforce its accommodation exchange policy. (Action: Embassy Dublin)	Resolved
385	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	8	Embassy Dublin should implement a monthly testing program for its diesel generators. (Action: Embassy Dublin)	Resolved
386	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	9	Embassy Dublin should conduct annual tests of its information technology contingency plans for unclassified and classified networks, in accordance with Department standards. (Action: Embassy Dublin)	Resolved

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387	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	10	Embassy Dublin should implement a plan to conduct initial and annual refresher information technology contingency training for employees with information technology contingency planning responsibilities. (Action: Embassy Dublin)	Resolved
388	Embassy Dublin	ISP-I-18-24	Inspection of Embassy Dublin, Ireland	6/1/2018	11	Embassy Dublin should relocate the telecommunications demarcation point outside the main telephone frame room. (Action: Embassy Dublin)	Resolved
389	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	1	Embassy Georgetown should implement a process for preparing the annual Statement of Assurance that complies with Department guidance. (Action: Embassy Georgetown)	Resolved
390	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	3	Embassy Georgetown should dispose of Political-Economic Section paper files, in accordance with Department records disposition requirements. (Action: Embassy Georgetown)	Resolved
391	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	4	Embassy Georgetown should report public diplomacy program activity through the Public Diplomacy Mission Activity Tracker. (Action: Embassy Georgetown)	Resolved
392	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	5	Embassy Georgetown should manage and document grants, in accordance with Department standards. (Action: Embassy Georgetown)	Resolved
393	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	6	Embassy Georgetown should establish a warden system, in accordance with Department standards. (Action: Embassy Georgetown)	Resolved
394	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	7	Embassy Georgetown should implement a consular crisis preparedness program that complies with Department standards. (Action: Embassy Georgetown)	Resolved
395	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	8	Embassy Georgetown should correct line of sight issues in the Consular Section to comply with Department guidance for consular officers to visually monitor all consular operations. (Action: Embassy Georgetown)	Resolved
396	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	9	Embassy Georgetown should implement an annual acquisition planning process. (Action: Embassy Georgetown)	Resolved

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397	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	10	Embassy Georgetown should implement procedures to review and manage its blanket purchase agreements, in accordance with Federal Acquisition Regulations. (Action: Embassy Georgetown)	Resolved
398	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	14	Embassy Georgetown should clear the outstanding balance on its travel card. (Action: Embassy Georgetown)	Resolved
399	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	15	Embassy Georgetown should implement a system to store, issue, and return keys for official vehicles, in accordance with Department standards. (Action: Embassy Georgetown)	Resolved
400	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	16	Embassy Georgetown should implement a corrective action plan to bring all professional drivers and incidental operators into compliance with the Department's Overseas Motor Vehicle Safety Management Program. (Action: Embassy Georgetown)	Resolved
401	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	23	Embassy Georgetown should vacate the U.S. Government-owned warehouse and notify the Bureau of Overseas Buildings Operations so it can be sold. (Action: Embassy Georgetown)	Resolved
402	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	24	Embassy Georgetown should require that Information Systems Security Officers perform information systems security duties, in accordance with Department guidance. (Action: Embassy Georgetown)	Resolved
403	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	25	Embassy Georgetown should update and test the information technology contingency plans, in accordance with Department guidance. (Action: Embassy Georgetown)	Resolved
404	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	26	Embassy Georgetown should implement a plan for conducting initial and annual refresher information technology contingency training for employees with information technology contingency planning responsibilities. (Action: Embassy Georgetown)	Resolved
405	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	27	Embassy Georgetown should implement standard operating procedures for installing network cabling system components. (Action: Embassy Georgetown)	Resolved

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406	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	28	Embassy Georgetown, in coordination with the Bureau of Information Resource Management and the Bureau of Western Hemisphere Affairs, should correct the network cabling infrastructure issues. (Action: Embassy Georgetown, in coordination with IRM and WHA)	Resolved
407	Embassy Georgetown	ISP-I-18-19	Inspection of Embassy Georgetown, Guyana	5/16/2018	29	Embassy Georgetown should implement standard operating procedures for recording and tracking help desk requests for the unclassified and dedicated internet networks. (Action: Embassy Georgetown)	Resolved
408	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	2	Embassy Guatemala City, in coordination with the Bureau of International Narcotics and Law Enforcement Affairs, should develop and monitor benchmarks for its Bureau of International Narcotics and Law Enforcement Affairs aviation program to improve administrative, technical, and operational capabilities of Guatemala's aviation operations. (Action: Embassy Guatemala City, in coordination with INL)	Resolved
409	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	3	Embassy Guatemala City should document Contracting Officer's Representative and payment files in accordance with Department standards. (Action: Embassy Guatemala City)	Resolved
410	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	4	Embassy Guatemala City should complete an annual end-use monitoring plan that includes procedures for monitoring defense articles and ensuring separation of duties. (Action: Embassy Guatemala City)	Resolved
411	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	5	Embassy Guatemala City should institute internal controls consistent with Department standards for personal property procured by the International Narcotics and Law Enforcement Affairs Section. (Action: Embassy Guatemala City)	Resolved
412	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	6	Embassy Guatemala City should follow Federal Assistance Directive requirements with respect to monitoring and risk assessments in its Public Affairs Section grants. (Action: Embassy Guatemala City)	Resolved

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413	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	7	Embassy Guatemala City should comply with Department standards for management of the American Space. (Action: Embassy Guatemala City)	Resolved
414	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	8	Embassy Guatemala City should complete a comprehensive assessment of its warden system and improve the organization and efficiency of warden program operations. (Action: Embassy Guatemala City)	Resolved
415	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	9	Embassy Guatemala City, in coordination with the Bureau of Human Resources, should complete updates to the local compensation plan. (Action: Embassy Guatemala City, in coordination with DGHR)	Resolved
416	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	10	Embassy Guatemala City should submit its overdue allowance reports to the Bureau of Administration. (Action: Embassy Guatemala City)	Resolved
417	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	11	Embassy Guatemala City, in coordination with the Bureau of Overseas Buildings Operations, should perform seismic evaluations of its residential properties in accordance with Department standards. (Action: Embassy Guatemala City, in coordination with OBO)	Resolved
418	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	12	Embassy Guatemala City should perform required annual inspections of all work areas and semi-annual inspections of increased risk work areas and operations in accordance with Department standards. (Action: Embassy Guatemala City)	Resolved
419	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	13	Embassy Guatemala City should require that all chauffeurs and incidental drivers under Chief of Mission authority comply with applicable Department motor vehicle safety requirements. (Action: Embassy Guatemala City)	Resolved
420	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	14	Embassy Guatemala City should require that Information Systems Security Officers perform duties specified in Department guidance. (Action: Embassy Guatemala City)	Resolved

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421	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	15	Embassy Guatemala City should require its local Information Technology Configuration Control Board to follow Department guidance. (Action: Embassy Guatemala City)	Resolved
422	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	17	Embassy Guatemala City should inventory, secure, monitor, and register its dedicated internet networks with the Bureau of Information Resource Management. (Action: Embassy Guatemala City)	Resolved
423	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	18	Embassy Guatemala City should conduct an assessment of the Bureau of International Narcotics and Law Enforcement Affairs' wireless dedicated internet network based on the National Institute of Standards and Technology Risk Management Framework and implement appropriate controls to protect the information stored on the network. (Action: Embassy Guatemala City)	Resolved
424	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	19	Embassy Guatemala City should manage its classified and unclassified Active Directory groups in accordance with Department standards. (Action: Embassy Guatemala City)	Resolved
425	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	20	Embassy Guatemala City should implement standard operating procedures for managing its classified and unclassified networks. (Action: Embassy Guatemala City)	Resolved
426	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	21	Embassy Guatemala City should conduct annual tests of the information technology contingency plans for unclassified and classified networks in accordance with Department standards. (Action: Embassy Guatemala City)	Resolved
427	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	23	Embassy Guatemala City should protect its network devices in accordance with the Department standards. (Action: Embassy Guatemala City)	Resolved
428	Embassy Guatemala City	ISP-I-18-16	Inspection of Embassy Guatemala City, Guatemala	5/16/2018	24	Embassy Guatemala City should relocate the telecommunications demarcation point outside the limited access main telephone frame room. (Action: Embassy Guatemala City)	Resolved

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429	Embassy Kabul	AUD-MERO-16-35	Improvements Needed To Strengthen Vehicle-Fueling Controls and Operations and Maintenance Contract at Embassy Kabul, Afghanistan	4/20/2016	6	OIG recommends that Embassy Kabul procure a new vehicle-fueling system (hardware and software) to replace the current outdated system.	Resolved
430	Embassy Kabul	AUD-MERO-16-35	Improvements Needed To Strengthen Vehicle-Fueling Controls and Operations and Maintenance Contract at Embassy Kabul, Afghanistan	4/20/2016	7	OIG recommends that the Embassy Kabul motor pool manager review and reconcile the vehicle fuel transactions and the vehicle usage reports on a monthly basis to determine if any theft or improper use of fuel has occurred, in accordance with the Foreign Affairs Handbook, 14 FAH-1, H-814.2-2, "Motor Pool Manager Review."	Resolved
431	Embassy Kinshasa	ISP-I-16-19A	Inspection of Embassy Kinshasa, Democratic Republic of the Congo	6/16/2016	5	Embassy Kinshasa, in coordination with the Bureau of International Information Programs and the Bureau of Educational and Cultural Affairs, should bring the appearance of the Information Resource Center into conformity with Department standards. (Action: Embassy Kinshasa, in coordination with IIP and ECA)	Resolved
432	Embassy Lisbon	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	1	Embassy Lisbon, in coordination with the Office of the Legal Adviser and the Bureau of Human Resources, should bring the duties and position description, including the title, of the senior Consular Section locally employed staff member into compliance with Department's standards. (Action: Embassy Lisbon, in coordination with L and DGHR)	Resolved
433	Embassy Lisbon	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	2	Embassy Lisbon should submit its retail price survey to the Bureau of Administration. (Action: Embassy Lisbon)	Resolved
434	Embassy Lisbon	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	4	Embassy Lisbon should perform the required annual inspection of all office work areas and semi-annual inspection of increased risk work areas and operations. (Action: Embassy Lisbon)	Resolved
435	Embassy Lisbon	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	5	Embassy Lisbon should inform all employees and family members assigned to housing with community pools about the hazards and provide them with copies of the Department's Swimming Pool Safety brochure. (Action: Embassy Lisbon)	Resolved

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436	Embassy Lisbon	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	6	Embassy Lisbon should require that all drivers under Chief of Mission authority comply with applicable Department overseas motor vehicle safety requirements. (Action: Embassy Lisbon)	Resolved
437	Embassy Lisbon	ISP-I-18-22	Inspection of Embassy Lisbon and Consulate Ponta Delgada, Portugal	5/4/2018	7	Embassy Lisbon should document nonexpendable property transfers in accordance with Department standards. (Action: Embassy Lisbon)	Resolved
438	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	6	Embassy Luanda, in coordination with the Bureau of Overseas Buildings Operations, should relocate employees to residences that meet Department fire standards. (Action: Embassy Luanda, in coordination with OBO)	Resolved
439	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	7	Embassy Luanda should strengthen its controls over residential fuel deliveries in accordance with Department standards to include establishing a receiving clerk to oversee deliveries. (Action: Embassy Luanda)	Resolved
440	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	8	Embassy Luanda, in coordination with the Bureau of Overseas Buildings Operations, should construct an unclassified server room that meets physical security requirements. (Action: Embassy Luanda, in coordination with OBO)	Resolved
441	Embassy Luanda	ISP-I-17-19	Inspection of Embassy Luanda, Angola	6/1/2017	9	Embassy Luanda should repair or replace the high-frequency radio at the alternate command center. (Action: Embassy Luanda)	Resolved
442	Embassy Managua	ISP-I-18-12	Inspection of Embassy Managua, Nicaragua	3/5/2018	4	Embassy Managua should require that all drivers assigned to operate armored vehicles receive required training. (Action: Embassy Managua)	Resolved
443	Embassy Managua	ISP-I-18-12	Inspection of Embassy Managua, Nicaragua	3/5/2018	5	Embassy Managua should require that all chauffeurs and incidental drivers under Chief of Mission authority receive Smith Safety driver training. (Action: Embassy Managua)	Resolved
444	Embassy Managua	ISP-I-18-12	Inspection of Embassy Managua, Nicaragua	3/5/2018	6	Embassy Managua should require that Information Systems Security Officers perform information security duties in accordance with Department guidance. (Action: Embassy Managua)	Resolved

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445	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	3	Embassy Monrovia should comply with Department standards for consular crisis preparedness. (Action: Embassy Monrovia)	Resolved
446	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	4	Embassy Monrovia, in coordination with the Bureaus of Overseas Buildings Operations and Diplomatic Security, should provide accommodations to visa applicants in accordance with Department standards. (Action: Embassy Monrovia, in coordination with OBO and DS)	Resolved
447	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	6	Embassy Monrovia should conduct a safety, health, environmental management inspection in accordance with Department guidelines and correct any deficiencies identified. (Action: Embassy Monrovia)	Resolved
448	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	7	Embassy Monrovia should clear outstanding travel advances of \$54,403 in accordance with Department guidelines. (Action: Embassy Monrovia)	Resolved
449	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	11	Embassy Monrovia should nominate, appoint, and train contracting officer's representatives in accordance with Department guidelines. (Action: Embassy Monrovia)	Resolved
450	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	13	Embassy Monrovia should sell or dispose of excess inventory in accordance with Department guidelines. (Action: Embassy Monrovia)	Resolved
451	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	14	Embassy Monrovia should conduct an annual property utilization survey in accordance with Department standards. (Action: Embassy Monrovia)	Resolved
452	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	16	Embassy Monrovia, in coordination with the Bureau of Human Resources, should update its local employee staff human resources handbook and local compensation plan to reflect the Government of Liberia's labor law. (Embassy Monrovia, in coordination with DGHR)	Resolved
453	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	17	Embassy Monrovia should request a comprehensive legal review and opinion from the Office of the Legal Adviser about whether a building on the embassy compound can be used to operate a medical clinic for locally employed staff (Action: Embassy Monrovia)	Resolved

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454	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	20	Embassy Monrovia should encrypt all laptops in accordance with Department guidance. (Action: Embassy Monrovia)	Resolved
455	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	24	Embassy Monrovia, in coordination with the Bureau of Diplomatic Security, should train Information Management staff in accordance with Department guidance. (Action: Embassy Monrovia, in coordination with DS)	Resolved
456	Embassy Monrovia	ISP-I-17-12	Inspection of Embassy Monrovia, Liberia	5/24/2017	25	Embassy Monrovia should review, update, and test the IT Contingency Plan in accordance with Department standards. (Action: Embassy Monrovia)	Resolved
457	Embassy Nicosia	ISP-I-18-03	Inspection of Embassy Nicosia, Cyprus	10/23/2017	4	Embassy Nicosia should restrict access to the North Office consular work space to employees having official reasons for access. (Action: Embassy Nicosia)	Resolved
458	Embassy Nicosia	ISP-I-18-03	Inspection of Embassy Nicosia, Cyprus	10/23/2017	6	Embassy Nicosia should conduct an annual inventory of its facility expendable supplies and enter it into the Integrated Logistics Management System. (Action: Embassy Nicosia)	Resolved
459	Embassy Nicosia	ISP-I-18-03	Inspection of Embassy Nicosia, Cyprus	10/23/2017	7	Embassy Nicosia should require that all chauffeurs and incidental drivers under chief of mission authority receive required safe driver training and have required medical clearances. (Action: Embassy Nicosia)	Resolved
460	Embassy Nicosia	ISP-I-18-03	Inspection of Embassy Nicosia, Cyprus	10/23/2017	10	Embassy Nicosia should install a fire alarm system in its North Office to meet Department fire safety standards. (Embassy Nicosia, in coordination with OBO)	Resolved
461	Embassy Quito	ISP-I-16-27	Inspection of Embassy Quito, Ecuador	9/21/2016	3	Embassy Quito, in coordination with the Bureau of Consular Affairs, should replace the automatic queuing system in Consulate General Guayaquil. (Action: Embassy Quito, in coordination with CA)	Resolved
462	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	1	Embassy Riyadh should implement strategic plans to allocate mission-wide reporting, travel, and representation resources according to Integrated Country Strategy priorities. (Action: Embassy Riyadh)	Resolved
463	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	2	Embassy Riyadh should implement the commitments made in its approval for the Department of Energy Office Director position. (Action: Embassy Riyadh)	Resolved

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464	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	3	Embassy Riyadh should implement a plan to eliminate duplication of the existing responsibilities of the Political/Military and Office of Program Management- Ministry of Interior Sections with the new Senior Defense Official/Defense Attaché position. (Action: Embassy Riyadh)	Resolved
465	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	4	Embassy Riyadh should implement standard operating procedures for convening Emergency Action Committee meetings that provide for attendance as required by Department standards. (Action: Embassy Riyadh)	Resolved
466	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	6	Embassy Riyadh should seek a legal review and opinion from the Office of the Legal Adviser about whether the Office of Program Management-Ministry of Interior's U.S. Program Director may use a dedicated Ministry of Interior self-drive vehicle for business and non-official purposes. (Action: Embassy Riyadh)	Resolved
467	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	7	Embassy Riyadh should require that Consulate General Dhahran's Public Affairs Officer report directly to the Consul General and manage a separate Public Affairs Section (Action: Embassy Riyadh)	Resolved
468	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	9	Embassy Riyadh should maintain complete State Assistance Management System-Overseas records of its Federal assistance activity in accordance with Department standards and guidance. (Action: Embassy Riyadh)	Resolved
469	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	10	Embassy Riyadh should include Grants Officer Representative designation letters in official Federal award files in accordance with Department standards. (Action: Embassy Riyadh)	Resolved
470	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	11	Embassy Riyadh should require that the Consulate General Dhahran Public Affairs Officer obtain a grants officer warrant and refer the matter to the Office of Legal Counsel if warranted. (Action: Embassy Riyadh)	Resolved

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471	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	12	Embassy Riyadh should conduct required audits of adjudicated passport applications in accordance with Department guidance. (Action: Embassy Riyadh)	Resolved
472	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	13	Embassy Riyadh should implement nonimmigrant visa referral procedures that conform to Department standards. (Action: Embassy Riyadh)	Resolved
473	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	14	Embassy Riyadh should implement procedures that conform to Department standards on the use of U.S. Government telecommunications equipment for personal use, and put \$40,296 to better use. (Action: Embassy Riyadh)	Resolved
474	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	15	Embassy Riyadh should require supervisors to approve overtime in advance and in writing. (Action: Embassy Riyadh)	Resolved
475	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	16	Embassy Riyadh, in coordination with the Bureau of the Comptroller and Global Financial Services, should implement procedures to require U.S. direct-hire employees to comply with Department of State Standard Regulation 532(a)(2) and collect overpayments made in cases of non-compliance. (Action: Embassy Riyadh, in coordination with CGFS)	Resolved
476	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	17	Embassy Riyadh should implement procedures for the use of cash payments, in accordance with Department guidelines. (Action: Embassy Riyadh)	Resolved
477	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	18	Embassy Riyadh, in coordination with the Bureau of Near Eastern Affairs, and the Bureau of the Comptroller and Global Financial Services, should reprogram at least one program-funded information management position to an International Cooperative Administrative Support Services-funded position to realize funds put to better use of up to \$153,480. (Action: Embassy Riyadh, in coordination with NEA and CGFS)	Resolved

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478	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	19	Embassy Riyadh should submit the Retail Price Schedule and Hotel and Restaurant Survey to the Bureau of Administration Office of Allowances. (Action: Embassy Riyadh)	Resolved
479	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	20	Embassy Riyadh should update its embassy and consulates general post reports. (Action: Embassy Riyadh)	Resolved
480	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	21	Embassy Riyadh should update its Locally Employed Staff Performance Management Policy Guidebook. (Action: Embassy Riyadh)	Resolved
481	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	22	Embassy Riyadh should require supervisors to complete locally employed staff performance evaluations on time and hold supervisors accountable for non-compliance. (Action: Embassy Riyadh)	Resolved
482	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	23	Embassy Riyadh, in coordination with the Bureau of Human Resources, should determine the per employee cost of the homeward passage benefit and pay it to eligible employees through the payroll system to realize funds put to better use of \$361,773. (Action: Embassy Riyadh, in coordination with DGHR)	Resolved
483	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	24	Embassy Riyadh should require all professional and incidental drivers under chief of mission authority to comply with applicable Department motor vehicle safety training requirements. (Action: Embassy Riyadh)	Resolved
484	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	25	Embassy Riyadh should follow required management control procedures for fuel coupons. (Action: Embassy Riyadh)	Resolved
485	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	26	Embassy Riyadh should conduct its bulk fuel operations in accordance with Department guidelines. (Action: Embassy Riyadh)	Resolved
486	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	27	Embassy Riyadh should complete an annual mission-wide acquisition plan. (Action: Embassy Riyadh)	Resolved
487	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	28	Embassy Riyadh should conduct an annual utilization survey of its personal property inventory. (Action: Embassy Riyadh)	Resolved

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488	Embassy Riyadh	ISP-I-18-17	Inspection of Embassy Riyadh and Constituent Posts, Saudi Arabia	5/11/2018	29	Embassy Riyadh should require that Information Systems Security Officers perform information security duties in accordance with Department guidance. (Action: Embassy Riyadh)	Resolved
489	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	1	Embassy San Jose, in coordination with the Bureau of International Narcotics and Law Enforcement Affairs, should implement a plan to mitigate risks to bureau funded projects in the event it is unable to secure approval to hire maritime and aviation advisors. (Action: Embassy San Jose, in coordination with INL)	Resolved
490	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	4	Embassy San Jose should comply with Department standards for crisis preparedness. (Action: Embassy San Jose)	Resolved
491	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	5	Embassy San Jose should reconfigure its Consular Section space so managers can visually observe activities in all adjudicating areas in accordance with Department standards. (Action: Embassy San Jose)	Resolved
492	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	7	Embassy San Jose, in coordination with the Bureau of Overseas Buildings Operations and the Bureau of Consular Affairs, should provide a wheelchair-accessible interview window for consular applicants (Action: Embassy San Jose, in coordination with OBO and CA)	Resolved
493	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	8	Embassy San Jose, in coordination with the Bureau of Overseas Buildings Operations and the Bureau of Diplomatic Security, should provide accommodations for visa applicants in accordance with Department standards. (Action: Embassy San Jose, in coordination with OBO and DS)	Resolved
494	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	9	Embassy San Jose should implement an annual acquisition plan. (Action: Embassy San Jose)	Resolved
495	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	11	Embassy San Jose should require all Contracting Officer's Representatives to administer their contracts in accordance with Department standards. (Action: Embassy San Jose)	Resolved

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496	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	12	Embassy San Jose should implement a corrective action plan to bring all professional drivers and incidental operators under Chief of Mission authority into compliance with the Department's Motor Vehicle Safety Management Program for Overseas Posts. (Action: Embassy San Jose)	Resolved
497	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	13	Embassy San Jose should implement a system to store, issue, and return keys for official vehicles in accordance with Department standards. (Action: Embassy San Jose)	Resolved
498	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	18	Embassy San Jose should clear all outstanding travel advances in accordance with Department standards. (Action: Embassy San Jose)	Resolved
499	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	19	Embassy San Jose should pay invoices in compliance with the Prompt Payment Act and Department standards. (Action: Embassy San Jose)	Resolved
500	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	23	Embassy San Jose should notify the Bureau of Overseas Buildings Operations of its justification to lease high-rise apartments that do not meet Department fire standards and brief embassy occupants regarding fire evacuation risks (Action: Embassy San Jose, in coordination with OBO)	Resolved
501	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	24	Embassy San Jose should require that Information Systems Security Officers perform information security duties in accordance with Department guidance. (Action: Embassy San Jose)	Resolved
502	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	25	Embassy San Jose should implement a call accounting system and procedures to accurately bill for monthly telephone services. (Action: Embassy San Jose)	Resolved
503	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	26	Embassy San Jose should implement knowledge management procedures for capturing, sharing, transferring, and retaining information related to its information management programs. (Action: Embassy San Jose)	Resolved

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504	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	27	Embassy San Jose should test the information technology contingency plans for unclassified and classified networks in accordance with Department guidance. (Action: Embassy San Jose)	Resolved
505	Embassy San Jose	ISP-I-18-13	Inspection of Embassy San Jose, Costa Rica	4/26/2018	28	Embassy San Jose should implement a plan for conducting initial and annual refresher information technology contingency training for employees with information technology contingency planning responsibilities. (Action: Embassy San Jose)	Resolved
506	Embassy Sanaa	ISP-I-18-21	Inspection of Yemen Affairs Unit	3/6/2018	3	The Yemen Affairs Unit should review Embassy Sanaa's balance of \$4.89 million in unliquidated obligations and validate or de-obligate the funds to put them to better use as applicable. (Action: YAU)	Resolved
507	Embassy Tbilisi	INV-17-01	Management Assistance Report: U.S. Embassy Tbilisi Employee Association Commissary Accounting Controls	6/29/2017	1	OIG recommends that the Board Chair of the Tbilisi Embassy Employee Association develop and implement policies and procedures in accordance with 6 Foreign Affairs Manual (FAM) 531.2 to document, support and control the deleting of accounting transactions in the commercial off-the-shelf accounting software. At a minimum, those procedures should include monthly reviews of deleted transactions, comparisons of opening and closing balances, and review of documentation to support the deletion of transactions.	Resolved
508	Embassy Tbilisi	INV-17-01	Management Assistance Report: U.S. Embassy Tbilisi Employee Association Commissary Accounting Controls	6/29/2017	2	OIG recommends that the Board Chair of the Tbilisi Embassy Employee Association develop and implement procedures in accordance with 6 FAM 531.2 to verify that: a) Daily cash receipts and deposits are reconciled monthly. b) Bank reconciliations are conducted. c) Monthly reconciliations are performed between the cash register sales and commercial off-the-shelf accounting software systems.	Resolved

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509	Embassy Tbilisi	INV-17-01	Management Assistance Report: U.S. Embassy Tbilisi Employee Association Commissary Accounting Controls	6/29/2017	3	OIG recommends the Board Chair of the Tbilisi Embassy Employee Association develop and implement cash management procedures in accordance with the internal controls prescribed for cash collection and handling by embassy cashiers in 4 Foreign Affairs Handbook (FAH)-3 H- 396.1 (g) and 4 FAH-3 H-390. Specifically, these procedures should include requirements to: a) Prepare daily deposit slips for cash and negotiable instruments. b) Deposit cash daily, or as often as needed, to avoid excess "cash on hand" as defined by local accounting and cash management procedures.	Resolved
510	Embassy Tbilisi	INV-17-01	Management Assistance Report: U.S. Embassy Tbilisi Employee Association Commissary Accounting Controls	6/29/2017	4	OIG recommends that the Board Chair of the Tbilisi Embassy Employee Association develop and implement policies and procedures to restrict access to the accounting system by: a) Requiring individual user IDs and strong passwords for all users. b) Restricting Administrator rights to appropriate staff.	Resolved
511	Embassy Tbilisi	INV-17-01	Management Assistance Report: U.S. Embassy Tbilisi Employee Association Commissary Accounting Controls	6/29/2017	5	OIG recommends that the Management Officer at the U.S. Embassy - Tbilisi develop and implement on-going monitoring and conduct annual reviews of the Tbilisi Embassy Employee Association's management of the program.	Resolved
512	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	3	Embassy Tel Aviv should comply with Federal records management policies for the Middle East Regional Cooperation program. (Action: Embassy Tel Aviv)	Resolved
513	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	11	Embassy Tel Aviv, in coordination with the Bureau of Overseas Buildings Operations, should sell the Hassadot property and put the \$8 million in estimated sales proceeds to better use. (Action: Embassy Tel Aviv, in coordination with OBO)	Resolved
514	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	16	Embassy Tel Aviv should comply with the Department's Motor Vehicle Safety Management Program policy to not exceed the daily 10-hour limit on duty shifts. (Action: Embassy Tel Aviv)	Resolved

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515	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	18	Embassy Tel Aviv should update all outdated locally employed staff position descriptions. (Action: Embassy Tel Aviv)	Resolved
516	Embassy Tel Aviv	ISP-I-17-20	Inspection of Embassy Tel Aviv, Israel	5/5/2017	20	Embassy Tel Aviv should complete and test the information technology contingency plans for the unclassified and the classified networks and develop a process for periodically updating the plans as systems environments and resources change. (Action: Embassy Tel Aviv)	Resolved
517	Embassy Valletta	ISP-I-17-43	Inspection of Embassy Valletta, Malta	9/15/2017	3	Embassy Valletta, in coordination with the Bureau of Overseas Buildings Operations, should identify and dispose of excess property, and put up to \$650,000 to better use. (Action: Embassy Valletta, in coordination with OBO)	Resolved
518	Embassy Valletta	ISP-I-17-43	Inspection of Embassy Valletta, Malta	9/15/2017	5	Embassy Valletta, in coordination with the Regional Information Management Center in Frankfurt, should provide an emergency and evacuation very high frequency radio network through which all residences can communicate directly with the embassy. (Action: Embassy Valletta, in coordination with RIMC Frankfurt)	Resolved
519	Foreign Service Institute	ISP-17-38	Management Assistance Report: Department Can Take Steps Toward More Effective Executive Direction of Overseas Missions	7/26/2017	2	The Foreign Service Institute should develop and include training on management control responsibilities in its classes for Chief of Mission candidates and Deputy Chief of Missions. (Action: FSI)	Resolved
520	Office of Acquisitions Management	AUD-MERO-15-03	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 10 Kabul Embassy Security Force	10/29/2014	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, review the \$1,726,155 in costs OIG identified as possibly unallowable and recover any funds deemed unallowable.	Resolved

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521	Office of Acquisitions Management	AUD-MERO-15-03	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 10 Kabul Embassy Security Force	10/29/2014	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, conduct a comprehensive review of all contractor invoices and supporting documentation to determine whether the contractor submitted adequate supporting documentation for all costs, including the \$6,916,330 identified in this report. If the documentation was not submitted, the contracting officer should request supporting documentation from the contractor and determine whether the costs were allowable under the contract terms. If the reimbursable costs cannot be supported or are not allowable under the terms of the contract, these funds should be recovered.	Resolved
522	Office of Acquisitions Management	AUD-MERO-15-35	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Aviation Support Services Contract in Iraq	7/9/2015	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, conduct a comprehensive review of all cost reimbursable contractor invoices related to Embassy Air-Iraq to determine whether the charges were allocable, allowable, and supportable.	Resolved
523	Office of Acquisitions Management	AUD-MERO-15-35	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Aviation Support Services Contract in Iraq	7/9/2015	4	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, in coordination with the Bureau of International Narcotics and Law Enforcement Affairs, Office of Aviation, require DynCorp International to provide documentation to INL that clearly, accurately, and completely supports all costs submitted on its invoices.	Resolved

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524	Office of Acquisitions Management	AUD-MERO-15-35	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Aviation Support Services Contract in Iraq	7/9/2015	7	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, in coordination with the Bureau of International Narcotics and Law Enforcement Affairs, Office of Aviation, develop a contract definitization process that identifies all scope of work requirements in advance of the period of performance and ensures that the contractor submits accurate price and technical proposals that incorporate the requirements in advance of the period of performance.	Resolved
525	Office of Acquisitions Management	AUD-MERO-15-35	Audit of the Bureau of International Narcotics and Law Enforcement Affairs Aviation Support Services Contract in Iraq	7/9/2015	9	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management provide to the OIG its rationale and all documentation (e.g., written legal opinions, written business cases, emails, meeting minutes, and decision papers and memos) used to support the decisions to authorize and obligate \$25,886,861 for reimbursements to DynCorp International (DynCorp) for (1) the payment of DynCorp's employees' personal income and Social Security tax liabilities to the Government of Iraq and (2) DynCorp's employer contributions to Iraq Social Security.	Resolved
526	Office of Acquisitions Management	AUD-MERO-16-28	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 3 — Baghdad Embassy Security Force	2/22/2016	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, recover the \$13.6 million in deferred assessments from SOC.	Resolved
527	Office of Acquisitions Management	AUD-MERO-16-28	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 3 — Baghdad Embassy Security Force	2/22/2016	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, determine the allowability of and recover, as appropriate, the \$652,061 in unallowed costs identified in this report.	Resolved

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528	Office of Acquisitions Management	AUD-MERO-16-28	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 3 — Baghdad Embassy Security Force	2/22/2016	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, determine whether unsupported costs are allowable and recover, as appropriate, the \$6.5 million in unsupported costs identified in this report.	Resolved
529	Office of Acquisitions Management	AUD-MERO-16-30	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 8 — Security Services at U.S. Consulate Erbil	3/18/2016	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether the \$10.8 million in questioned costs related to Worldwide Protective Services Task Order 8 expenses as identified in this audit are allowable or supported and (b) recover any costs determined to be unallowable or unsupported.	Resolved
530	Office of Acquisitions Management	AUD-MERO-16-30	Audit of Bureau of Diplomatic Security Worldwide Protective Services Contract Task Order 8 — Security Services at U.S. Consulate Erbil	3/18/2016	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, in coordination with the Bureau of Diplomatic Security, conduct a comprehensive review of all Task Order 8 contractor invoices and supporting documentation to determine whether all costs, including those identified in this report, are allowable and supported.	Resolved
531	Office of Acquisitions Management	AUD-MERO-17-41	Audit of the Department of State's Contract To Monitor Foreign Assistance Programs in Iraq	5/23/2017	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management determine whether the \$3,053,893 OIG questioned in unsupported costs (as identified in Table 2) under the indefinite-delivery, indefinite-quantity contract SAQMMA11D0119 are adequately supported and recover, as appropriate, all costs determined to be unsupported and unallowable.	Resolved

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532	Office of Acquisitions Management	AUD-MERO-17-41	Audit of the Department of State's Contract To Monitor Foreign Assistance Programs in Iraq	5/23/2017	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management review the remaining invoiced costs associated with all task orders awarded under the indefinite delivery, indefinite quantity contract SAQMMA11D0119 that were not included in OIG's sample to determine whether all costs were supported and allowable and recover, as appropriate, all costs determined to be unsupported and unallowable.	Resolved
533	Office of Acquisitions Management	AUD-MERO-17-45	Audit of Baghdad Diplomatic Support Center Task Orders Awarded Under Operations and Maintenance Support Services Contract SAQMMA12D0165	6/5/2017	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether the \$1,746,116 in unsupported costs related to task order SAQMMA14F0096 as identified by OIG in Appendix B, Table B.2 is supported and (b) recover any costs determined to be unsupported.	Resolved
534	Office of Acquisitions Management	AUD-MERO-17-45	Audit of Baghdad Diplomatic Support Center Task Orders Awarded Under Operations and Maintenance Support Services Contract SAQMMA12D0165	6/5/2017	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether total questioned costs of \$451,495, of which \$451,291 are considered unsupported and \$204 are considered unallowable, related to task order SAQMMA13F3862 as identified by OIG in Appendix B, Table B.1 is supported and allowable and (b) recover any costs determined to be unsupported and unallowable.	Resolved
535	Office of Acquisitions Management	AUD-MERO-17-45	Audit of Baghdad Diplomatic Support Center Task Orders Awarded Under Operations and Maintenance Support Services Contract SAQMMA12D0165	6/5/2017	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether the \$117,789 in unallowable costs related to task order SAQMMA14F0096 as identified by OIG in Appendix B, Table B.2 is allowable and (b) recover any costs determined to be unallowable.	Resolved

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536	Office of Acquisitions Management	AUD-CGI-17-63	Audit of Invoices Submitted by Torres Advanced Enterprise Solutions, LLC, for Select Local Guard Force Contracts	9/22/2017	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, in coordination with the Bureau of Diplomatic Security, develop and implement a communications strategy including but not limited to ensuring that local guard force Contracting Officer's Representatives review and understand the contract requirements when assigned to that position. This communications strategy should underscore the critical importance of reviewing the contract for specific requirements, obtaining and reviewing required monthly supporting documentation related to local guard force invoices, and the timeframes associated with approving invoices.	Resolved
537	Office of Acquisitions Management	AUD-CGI-17-63	Audit of Invoices Submitted by Torres Advanced Enterprise Solutions, LLC, for Select Local Guard Force Contracts	9/22/2017	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, (a) determine whether the \$26,744 in questioned costs (all of which was considered unsupported as listed in Table B.1 of Appendix B) identified during the review of invoices for the Embassy Islamabad Torres Advanced Enterprise Solutions, LLC, local guard force contract (SAQMMA12C0109) are supported, and (b) recover any costs determined to be unsupported.	Resolved
538	Office of Acquisitions Management	AUD-CGI-17-63	Audit of Invoices Submitted by Torres Advanced Enterprise Solutions, LLC, for Select Local Guard Force Contracts	9/22/2017	4	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, (a) determine whether the \$40,277 in questioned costs (all of which was considered unsupported as listed in Table B.2 of Appendix B) identified during the review of invoices for the Embassy Kampala Torres Advanced Enterprise Solutions, LLC, local guard force contract (SAQMMA13C0130) are supported, and (b) recover any costs determined to be unsupported.	Resolved

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539	Office of Acquisitions Management	AUD-CGI-17-63	Audit of Invoices Submitted by Torres Advanced Enterprise Solutions, LLC, for Select Local Guard Force Contracts	9/22/2017	6	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, (a) determine whether the \$17,082 in questioned costs (consisting of \$16,496 in unsupported costs and \$586 in unallowable costs as listed in Table B.3 of Appendix B) identified during the review of invoices for the Embassy Lima Torres Advanced Enterprise Solutions, LLC, local guard force contract (SAQMMA12C0103) are supported and allowable, and (b) recover any costs determined to be unsupported or unallowable.	Resolved
540	Office of Acquisitions Management	AUD-CGI-17-63	Audit of Invoices Submitted by Torres Advanced Enterprise Solutions, LLC, for Select Local Guard Force Contracts	9/22/2017	7	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, (a) determine whether the \$22,687 in questioned costs (consisting of \$19,381 in unsupported costs and \$3,306 in unallowable costs as listed in Table B.4 of Appendix B) identified during the review of invoices for the Embassy Panama City Torres Advanced Enterprise Solutions, LLC, local guard force contract (SAQMMA13C0033) are supported and allowable, and (b) recover any costs determined to be unsupported or unallowable.	Resolved
541	Office of Acquisitions Management	AUD-MERO-18-14	Management Assistance Report: Contract Terms and Guidance for Approving Student Training Expenses Relating to the Justice and Corrections Programs in Afghanistan Require Attention	10/25/2017	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management review and, as appropriate, take action to recover that part of the \$5 million in student travel and venue rental expense payments that is determined to be unallowable.	Resolved

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542	Office of Acquisitions Management	AUD-FM-18-24	Audit of the National Endowment for Democracy and Its Core Institutes' Use of Grant Funds During FYs 2015 and 2016	1/31/2018	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (AQM), (a) require the National Endowment for Democracy (NED) to follow up with one of its discretionary grantees to obtain the required support regarding a missing 2016 quarter one invoice, (b) require NED to determine the disposition of the \$52,000 provided to the grantee and report its conclusion to AQM, and (c) recover any costs determined to be unsupported.	Resolved
543	Office of Acquisitions Management	AUD-FM-18-24	Audit of the National Endowment for Democracy and Its Core Institutes' Use of Grant Funds During FYs 2015 and 2016	1/31/2018	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, instruct the National Endowment for Democracy to review its "Compliance Policies and Procedures" to identify outdated procedures and update the policy document, as appropriate, as well as verify that the policies have been updated. At a minimum, the sections on the Risk Matrix and Invoice Verification should be updated.	Resolved
544	Office of Acquisitions Management	AUD-FM-18-24	Audit of the National Endowment for Democracy and Its Core Institutes' Use of Grant Funds During FYs 2015 and 2016	1/31/2018	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, (a) determine whether the questioned costs of \$718 identified related to August 2015 rent payments for the Zimbabwe Field Office under Solidarity Center's FO-544-Zimbabwe NED 15 Project were allowable and (b) recover any costs determined to be unallowable.	Resolved
545	Office of Acquisitions Management	AUD-FM-18-24	Audit of the National Endowment for Democracy and Its Core Institutes' Use of Grant Funds During FYs 2015 and 2016	1/31/2018	4	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, (a) instruct the National Endowment for Democracy (NED) to develop and implement procedures requiring core institutes to report questioned costs identified subsequent to expensing by the core institute to NED for review and action and (b) verify that the procedures were implemented.	Resolved

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546	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether the \$3.55 million in questioned basic daily food allowance costs that OIG identified under the base year of Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 was allowable per the contract terms and conditions, and (b) recover all costs determined to be unallowable.	Resolved
547	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether the \$37.4 million in questioned basic daily food allowance costs paid to PAE Government Services, Inc. during option years 1, 2, and 3 of Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 as identified by OIG are allowable, and (b) recover any costs determined to be unallowable.	Resolved
548	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	3	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management perform price reasonableness determinations prior to the exercise of future option years and bridge contracts for Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 to ensure that the Department receives a fair and reasonable price on food services in Iraq.	Resolved

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549	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	4	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management establish and implement internal procedures for Contracting Officers to perform price reasonableness determinations prior to exercising each option year and use that analysis as a tool for negotiating price on the associated option year. The policy should also require the Contracting Officer to maintain the documentation and associated analyses in the contract file.	Resolved
550	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	5	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management instruct all Contracting Officers that they must comply with Federal Acquisition Regulation 17.207, "Exercise of Options," prior to the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management exercising all future option years or bridge contracts under Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721.	Resolved
551	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	7	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management modify Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 to update the requirement for a point-of-sale cafeteria system in pertinent contractual documentation, once the results of the viability assessment from Recommendation 6 are determined.	Resolved

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552	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	8	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management use contractual remedies under Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 and seek adjustment from PAE Government Services, Inc. for relieving them of the requirement to implement the point-of-sale cafeteria system, pending the viability assessment from Recommendation 6.	Resolved
553	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	11	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management establish a contractual requirement for PAE Government Services, Inc. to maintain records of dining facility access by individuals not serving under chief of mission authority in Iraq.	Resolved
554	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	12	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (a) determine whether the \$4.1 million in questioned costs for unauthorized meals paid to PAE Government Services, Inc. under Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 as identified by OIG are allowable and (b) recover any costs determined to be unallowable.	Resolved

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555	Office of Acquisitions Management	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	14	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management inform all Contracting Officer's Representatives, Alternate Contracting Officer's Representatives, Bureau of Near Eastern Affairs officials, and Mission Iraq management officials involved with the Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721 that they are not authorized to negotiate with or otherwise deal with the contractors on contracting actions, and that the Contracting Officer is the authorized agent with sole authority to negotiate, award, administer, modify, or terminate contracts on behalf of the Department.	Resolved
556	Office of Acquisitions Management	AUD-SI-18-34	Management Assistance Report: Contract Administration Practices Involving the Construction of the New Office Compound Taipei, Taiwan, Require Attention	3/20/2018	1	OIG recommends that the Office of Acquisitions Management develop a plan to issue an annual reminder to Contracting Officers that, if a contractor requests the issuance of a Limited or final Notice to Proceed, the Contracting Officer should consult with the Contracting Officer's Representative and formally respond to the contractor's request by either authorizing the construction project to proceed or notify the contractor in writing the reasons why the Notice to Proceed is being withheld and the actions the contractor needs to complete before the Notice to Proceed can be granted.	Resolved
557	Office of Acquisitions Management	AUD-SI-18-34	Management Assistance Report: Contract Administration Practices Involving the Construction of the New Office Compound Taipei, Taiwan, Require Attention	3/20/2018	2	OIG recommends that the Office of Acquisitions Management develop and implement a process that notifies Assessing Officials and Assessing Official Representatives when contractor performance evaluations are due and ensures the evaluations are recorded and approved in the Contractor Performance Assessment Reporting System in accordance with the Federal Acquisition Regulation.	Resolved

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558	Office of Acquisitions Management	AUD-MERO-18-35	Audit of Costs Invoiced Under the Afghanistan Life Support Services Contracts	4/13/2018	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, determine the allowability of questioned costs of \$507,940 OIG identified in Tables 4 and 5 and Appendices B, C, and D as not being in accordance with contract requirements and recover all costs determined to be unallowable.	Resolved
559	Office of Acquisitions Management	AUD-MERO-18-35	Audit of Costs Invoiced Under the Afghanistan Life Support Services Contracts	4/13/2018	2	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, determine the allowability of questioned costs of \$314,303 OIG identified in Tables 3 and 4 and Appendices B, C, and D as lacking supporting documentation and recover all costs determined to be unallowable.	Resolved
560	Office of Acquisitions Management	AUD-MERO-18-38	Audit of Food Safety Controls Under Baghdad Life Support Services Task Order SAQMMA14F0721	5/3/2018	6	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management review the quality assurance surveillance plan for food services task order SAQMMA14F0721 that is to be developed by the Bureau of Near Eastern Affairs in response to Recommendation 5 and approve it if the quality assurance surveillance plan complies with Federal Acquisition Regulation 46.4, "Government Contract Quality Assurance."	Resolved
561	Office of Acquisitions Management	AUD-MERO-18-46	Audit of the Bureau of Overseas Buildings Operations Process for Reviewing Invoices for the Construction of the U.S. Embassy in Islamabad, Pakistan	6/20/2018	1	OIG recommends that the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management (A/LM/AQM) require BL Harbert to include the contractor certification statement required by Federal Acquisition Regulation 52.232-5, "Payments Under Fixed-Price Construction Contracts," when submitting invoices for payment.	Resolved

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562	Office of Management Policy, Rightsizing, and Innovation	ESP-15-01	Review of Selected Internal Investigations Conducted by the Bureau of Diplomatic Security	10/16/2014	2	The Department should clarify and revise the Foreign Affairs Manual and should promulgate and implement additional protocols and procedures, in order to ensure that allegations of misconduct concerning Chiefs of Mission and other senior Department officials are handled fairly, consistently, and independently.	Unresolved
563	Office of Management Policy, Rightsizing, and Innovation	AUD-CGI-17-07	Management Assistance Report: Department of State Conference Reporting	10/27/2016	1	OIG recommends that the Under Secretary for Management, Office of Management Policy, Rightsizing, and Innovation, develop and disseminate formal guidance regarding registering, approving, and reporting conferences in compliance with Federal requirements.	Resolved
564	Office of Management Policy, Rightsizing, and Innovation	AUD-CGI-17-07	Management Assistance Report: Department of State Conference Reporting	10/27/2016	3	OIG recommends that the Under Secretary for Management, Office of Management Policy, Rightsizing, and Innovation, develop and implement a communications strategy to periodically keep Department of State personnel informed of conference registration, approval, and reporting requirements to ensure the integrity of the data is accurately reported and errors are corrected in a timely manner.	Resolved
565	Office of Management Policy, Rightsizing, and Innovation	ISP-I-17-30	Capital Security Cost Sharing Program: Inconsistent Criteria for Managing Vacant Positions Resulted in Inaccurate Counts	8/9/2017	1	The Under Secretary for Management, in coordination with the Bureau of Human Resources, should implement consistent criteria for managing vacant positions overseas. (Action: M/PRI, in coordination with DGHR)	Resolved
566	Office of the Deputy Secretary of State	ISP-I-18-07	Inspection of the Bureau of the Comptroller and Global Financial Services' Office of Management Control	6/27/2018	1	The Deputy Secretary should determine which entity or entities should have responsibility for the Department's non-financial management controls and enterprise risk management program and ensure that sufficient resources are available to fully meet all relevant requirements. (Action: D)	Resolved

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567	Office of the Procurement Executive	AUD-MERO-14-06	Audit of the Contract Closeout Process for Contracts Supporting the U.S. Mission in Iraq	12/12/2013	9	OIG recommends that the Bureau of Administration, Office of the Procurement Executive, in conjunction with the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management, develop and implement an e-Filing policy and document management system to provide effective contract file inventory control and documentation standards while allowing for ready accessibility through a central locator system. The policy should include minimum guidance over the completeness of data contained in the files and a schedule of milestones identifying mandatory implementation dates.	Resolved
568	Office of the Procurement Executive	ESP-18-02	Management Assistance Report: Incorporation of Clause Requiring Contractor Cooperation with the Office of Inspector General	3/1/2018	1	The Bureau of Administration, Office of the Procurement Executive, should amend the Department of State Acquisition Regulation to require contracting officers to include a provision requiring contracting officers to insert a clause in all current and future contracts stating: “(a) This contract incorporates by reference 1 FAM 053.2-5, which mandates the contractor’s and/or any subcontractor’s duty to cooperate fully with Office of Inspector General personnel. (b) Cooperation includes: (1) Complete, prompt, and free access to all files (in any format), documents, premises, and employees, except as limited by law, including access to records, premises, and employees; (2) Statements, both oral and written, including statements under oath or affirmation; (3) Technical consultation, examination, and assistance regarding information or evidence being collected or developed; (4) Such other information and assistance as may be requested in order to complete the OIG activity.”	Resolved

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569	Office of the Procurement Executive	AUD-MERO-18-31	Management Assistance Report: Cost Controls for Food Services Supporting Department of State Operations in Iraq Require Attention	3/5/2018	13	OIG recommends that, if the Bureau of Administration, Office of Logistics Management, Office of Acquisitions Management does not seek reimbursement for \$4.1 million in unauthorized meals paid to PAE Government Services, Inc. in response to Recommendation 12, the Procurement Executive at the Bureau of Administration, Office of the Procurement Executive implement ratification procedures in accordance with Department of State Acquisition Regulations 601.602-3-70, "[Ratification] Procedures," for Baghdad Life Support Services contract SAQMMA13D0120 food services task order SAQMMA14F0721.	Resolved
570	Office of the Procurement Executive	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	1	OIG recommends that the Procurement Executive at the Bureau of Administration, Office of the Procurement Executive, examine fuel purchases to determine if ratification is warranted and, if so, implement ratification procedures in accordance with Department of State Acquisition Regulations 601.602-3-70, "[Ratification] Procedures," for purchase orders SJO10014M0242, SJO10014M0317, SJO10015M0346, and SJO10015M0771 and delivery order SJO10016F0091, which were used to purchase diesel fuel and gasoline between January 15, 2014, and July 24, 2016.	Resolved
571	Office of the Procurement Executive	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	2	OIG recommends that the Procurement Executive at the Bureau of Administration, Office of the Procurement Executive, examine fuel purchases to determine if ratification is warranted and, if so, implement ratification procedures in accordance with Department of State Acquisition Regulations 601.602-3-70, "[Ratification] Procedures," for purchase orders SJO10015M0659, SJO10016M0914, and SJO10017M0001, which were used to purchase fuel through the fuel card program between June 4, 2015, and October 23, 2016.	Resolved

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572	Office of the Procurement Executive	AUD-MERO-18-33	Audit of the Administration and Oversight of Fuel Contracts at U.S. Embassy Amman, Jordan	3/23/2018	4	OIG recommends that the Procurement Executive at the Bureau of Administration, Office of the Procurement Executive, review all unauthorized commitments provided by Embassy Amman as a result of Recommendation 3 and, as needed, ratify the unauthorized commitments in accordance with Department of State Acquisition Regulations 601-602-3, "Ratification of Unauthorized Commitments."	Resolved
573	Office of the Under Secretary for Management	AUD-MERO-17-01	Audit of the Department of State Vetting Process for Syrian Non-Lethal Assistance	11/10/2016	1	OIG recommends that the Under Secretary for Management consolidate and codify all current Syria vetting policies issued by the Department and bureaus into one detailed guidance explaining specifically how the vetting process should be carried out for Syrian awards. This consolidated guidance should be distributed to all bureaus once completed.	Resolved
574	Office of the Under Secretary for Management	ISP-17-23	Management Assistance Report: Cost of Information Management Staff at Embassies Should Be Distributed to Users of Their Services	4/27/2017	1	The Office of the Under Secretary for Management, in coordination with the Bureau of Budget and Planning and the Bureau of the Comptroller and Global Finance Services, should reprogram 52 information management staff positions to the International Cooperative Administrative Support Services Working Capital Fund in order to realize annual funds put to better use of \$4.23 million. (Action: M/PRI, in coordination with BP and CGFS)	Resolved
575	Office of the Under Secretary for Management	AUD-ACF-17-55	Management Assistance Report: Department Attention Needed to Address Overdue Responses on Selected Open Recommendations	7/28/2017	1	OIG recommends that, for recommendations considered resolved, the Under Secretary for Management direct the applicable bureau to notify OIG of the status of actions taken to implement the recommendations identified in this report and provide evidence demonstrating that the bureau has taken actions that justify closing the recommendations. Bureaus are to submit the status of actions taken and documented evidence to support closing the recommendations to audcompliance@stateoig.gov within 30 days.	Resolved

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576	Office to Monitor and Combat Trafficking in Persons	AUD-IP-12-02	Audit of Bureau of East Asian and Pacific Affairs Compliance With Trafficking in Persons Requirements	10/20/2011	1	We recommend that the Office to Monitor and Combat Trafficking in Persons include, in the Foreign Affairs Manual, the U.S. Government policy regarding trafficking in persons (TIP) to include the definition of TIP activity and information on the prohibition against involvement in acts of TIP for Department of State personnel and contractors, the associated penalties for violations, and the mechanism to report such violations.	Resolved
577	Office to Monitor and Combat Trafficking in Persons	AUD-IP-12-02	Audit of Bureau of East Asian and Pacific Affairs Compliance With Trafficking in Persons Requirements	10/20/2011	2	We recommend that the Office to Monitor and Combat Trafficking in Persons, in consultation with the Office of the Legal Adviser and the Director General of Human Resources, develop and include a trafficking in persons policy in the Department of State Standards of Conduct.	Resolved
578	U.S. Mission to the African Union	ISP-I-18-20	Inspection of the U.S. Mission to the African Union, Addis Ababa, Ethiopia	5/25/2018	1	The Bureau of African Affairs, in coordination with the U.S. Mission to the African Union, should implement mechanisms to obtain and track information on foreign assistance programs supporting the African Union. (Action: AF, in coordination with USAU)	Resolved
579	Under Secretary for Civilian Security, Democracy, and Human Rights	AUD-ACF-15-43	Management Assistance Report: Action Still Needed To Update the Department's Standards of Conduct as They Relate to Trafficking in Persons and To Comply With a Related Recommendation	9/15/2015	2	OIG recommends that the Under Secretary for Civilian Security, Democracy, and Human Rights provide a plan of action to complete corrective actions, including appropriate milestones, to address Recommendations 1 and 2 from Audit Report AUD/IP-12-02.	Resolved

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580	Broadcasting Board of Governors	AUD-CG-IB-14-26	Audit of the Broadcasting Board of Governors Administration and Oversight of Acquisition Functions	6/13/2014	5	OIG recommends that the International Broadcasting Bureau, Office of Contracts, in coordination with the Office of the Chief Financial Officer, develop and implement policies and procedures to ensure that funds are available at the beginning of the period of performance for each contract, which should include the tracking of contract period of performance and the maintenance of appropriate documentation within the contract file. If funds are not available for the entire term of a contract because of a continuing resolution, a subject to availability clause should be included in the terms and conditions of the contract, per the Federal Acquisition Regulation.	Resolved
581	Broadcasting Board of Governors	AUD-CG-IB-14-26	Audit of the Broadcasting Board of Governors Administration and Oversight of Acquisition Functions	6/13/2014	6	OIG recommends that the International Broadcasting Bureau develop and implement fund control regulations, obtain approval from the Office of Management and Budget for the fund control regulations, and post the fund control regulations on its Web site, as required by Office of Management and Budget Circular A-11.	Resolved
582	Broadcasting Board of Governors	AUD-CG-IB-14-26	Audit of the Broadcasting Board of Governors Administration and Oversight of Acquisition Functions	6/13/2014	8	OIG recommends that the International Broadcasting Bureau, Office of Contracts, develop policies and procedures and implementation guidance for conducting market research, in accordance with the Federal Acquisition Regulation. Specifically, criteria should be established to dictate the type and extent of market research to be performed for each procurement action and what types of documentation should be maintained in the contract file.	Resolved
583	Broadcasting Board of Governors	AUD-FM-IB-14-34	Audit of Radio Free Europe/Radio Liberty After-employment Benefits	9/24/2014	2	OIG recommends that the Broadcasting Board of Governors design and implement procedures to perform routine reviews of Radio Free Europe/Radio Liberty (RFE/RL) financial activity. At a minimum, these procedures should include periodic reviews of significant events and transactions and analyses of RFE/RL's financial statements and actuarial reports.	Resolved

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584	Broadcasting Board of Governors	AUD-FM-IB-14-34	Audit of Radio Free Europe/Radio Liberty After-employment Benefits	9/24/2014	3	OIG recommends that the Broadcasting Board of Governors develop a process to review and approve significant contracts over \$350,000 for Radio Free Europe/Radio Liberty.	Resolved
585	Broadcasting Board of Governors	AUD-FM-IB-14-34	Audit of Radio Free Europe/Radio Liberty After-employment Benefits	9/24/2014	4	OIG recommends that the Broadcasting Board of Governors develop policies and procedures to ensure that information needed to oversee grantees is maintained in the grant files and to ensure that the relevant information is available for at least 7 years.	Resolved
586	Broadcasting Board of Governors	AUD-FM-IB-14-34	Audit of Radio Free Europe/Radio Liberty After-employment Benefits	9/24/2014	5	OIG recommends that the Broadcasting Board of Governors (BBG) review and revise its policies and procedures to clearly define the roles and responsibilities of the officials within BBG who are responsible for monitoring and overseeing Radio Free Europe/Radio Liberty.	Resolved
587	Broadcasting Board of Governors	AUD-FM-IB-14-34	Audit of Radio Free Europe/Radio Liberty After-employment Benefits	9/24/2014	9	OIG recommends that the Broadcasting Board of Governors (BBG) design detailed annual budget submission formats and financial planning documents that will allow BBG to obtain details on unfunded liabilities at Radio Free Europe/Radio Liberty.	Resolved
588	Broadcasting Board of Governors	AUD-FM-IB-14-34	Audit of Radio Free Europe/Radio Liberty After-employment Benefits	9/24/2014	10	OIG recommends that the Broadcasting Board of Governors develop and implement a standardized process to produce effective comparability studies. The process should ensure that the studies are performed at prescribed intervals, include all benefits offered by Radio Free Europe/Radio Liberty to its domestic and overseas employees, and contain data and analyses that support conclusions.	Resolved
589	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	1	OIG recommends that the Broadcasting Board of Governors define its grant monitoring structure, formally document the roles and responsibilities of all parties involved in the grant monitoring process, and revise its Grantee Handbook accordingly.	Resolved

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590	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	2	OIG recommends that the Broadcasting Board of Governors develop and implement a comprehensive grant oversight program and revise its Grantee Handbook to document the specific procedures for the grant oversight program.	Resolved
591	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	3	OIG recommends that the Broadcasting Board of Governors (BBG) develop and implement a training plan for all employees involved in grant oversight as determined in response to Recommendation 1. This training plan should cover both Government-wide requirements for grant oversight and also BBG's internal grants policies and procedures. BBG should revise its Grantee Handbook to include the training plan.	Resolved
592	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	14	OIG recommends that the Broadcasting Board of Governors require Radio Free Asia to revise its processes to include an assessment of the continued need for funds that are either unexpended or committed and to take action to deobligate funds that are no longer needed.	Resolved
593	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	15	OIG recommends that the Broadcasting Board of Governors require Radio Free Asia to annually report on the amount of unused funds.	Resolved
594	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	16	OIG recommends that the Broadcasting Board of Governors develop and implement a process to oversee Radio Free Asia's unused funds.	Resolved
595	Broadcasting Board of Governors	AUD-FM-IB-15-24	Audit of Radio Free Asia Expenditures	6/11/2015	21	OIG recommends that the Broadcasting Board of Governors (BBG) work collaboratively with Radio Free Asia (RFA) to perform a comparability study of RFA salaries and benefits and determine whether the salaries and benefits offered by RFA violate the requirements of the grant agreement. If they do, BBG should direct RFA to bring salaries and benefits into compliance with the grant agreement.	Resolved

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596	Broadcasting Board of Governors	AUD-IT-IB-16-25	Management Assistance Report: Broadcasting Board of Governors Incident Response and Reporting	1/15/2016	1	OIG recommends that the Broadcasting Board of Governors Office of Technology, Services, and Innovation amend and implement the Computer Security Incident Response Policy and the Computer Security Incident Response Procedure to reflect all elements of an effective incident response and reporting program in accordance with National Institute of Standards and Technology Special Publication 800-61, Revision 2.	Resolved
597	Broadcasting Board of Governors	ISP-IB-17-21	Inspection of Radio Free Europe/Radio Liberty	5/19/2017	2	The Broadcasting Board of Governors should finalize its draft grantee handbook and implement the grant close-out provisions contained therein for RFE/RL. (Action: BBG, in coordination with RFE/RL)	Resolved
598	Broadcasting Board of Governors	ISP-IB-17-21	Inspection of Radio Free Europe/Radio Liberty	5/19/2017	6	The Broadcasting Board of Governors should revise its grant agreement with Radio Free Europe/Radio Liberty to include specific requirements for security policies. (Action: BBG, in coordination with RFE/RL)	Resolved
599	Broadcasting Board of Governors	AUD-FM-IB-18-04	Audit of the Broadcasting Board of Governors Implementation of the Digital Accountability and Transparency Act of 2014	11/7/2017	1	OIG recommends that the Broadcasting Board of Governors improve guidance and procedures in the Broadcasting Administrative Manual for Contracting Officers related to entering accurate and complete procurement award transaction data into the Federal Procurement Data System–Next Generation.	Resolved
600	Broadcasting Board of Governors	AUD-FM-IB-18-04	Audit of the Broadcasting Board of Governors Implementation of the Digital Accountability and Transparency Act of 2014	11/7/2017	2	OIG recommends that the Broadcasting Board of Governors develop and issue guidance and procedures in the Broadcasting Administrative Manual for personnel responsible for entering accurate and complete financial assistance award transaction data into the Award Submission Portal.	Resolved

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#	ACTION OFFICE	REPORT NUMBER	REPORT TITLE	ISSUE DATE	REC NUMBER	RECOMMENDATION	REC STATUS
601	Broadcasting Board of Governors	AUD-FM-IB-18-04	Audit of the Broadcasting Board of Governors Implementation of the Digital Accountability and Transparency Act of 2014	11/7/2017	3	OIG recommends that the Broadcasting Board of Governors formally document quality control procedures to include (a) explaining how the Digital Accountability and Transparency Act Files are created, (b) recording reconciliation results, and (c) reviewing of the accuracy of data contained in DATA Act Files D1 and D2 generated from the Federal Procurement Data System—Next Generation and the Award Submission Portal.	Resolved
602	Broadcasting Board of Governors	AUD-FM-IB-18-04	Audit of the Broadcasting Board of Governors Implementation of the Digital Accountability and Transparency Act of 2014	11/7/2017	4	OIG recommends that the Broadcasting Board of Governors designate a Senior Accountable Official who is an official on the Senior Management Council and is capable of providing “reasonable assurance that their internal controls support the reliability and validity of the agency account-level and award-level data,” as required by the Office of Management and Budget.	Resolved
603	Broadcasting Board of Governors	AUD-FM-IB-18-28	Management Assistance Report: The Broadcasting Board of Governors Did Not Fully Address Invalid Unliquidated Obligations Identified During the FY 2016 Financial Statements Audit	2/21/2018	1	OIG recommends that the Broadcasting Board of Governors develop and implement annual training for allotment holders emphasizing their responsibility to monitor and deobligate invalid unliquidated obligations, as prescribed in the Broadcasting Administrative Manual.	Resolved
604	Broadcasting Board of Governors	AUD-FM-IB-18-28	Management Assistance Report: The Broadcasting Board of Governors Did Not Fully Address Invalid Unliquidated Obligations Identified During the FY 2016 Financial Statements Audit	2/21/2018	2	OIG recommends that the Broadcasting Board of Governors approve, issue, and implement its “Unliquidated Obligations Review Standard Operating Procedures.”	Resolved
605	Broadcasting Board of Governors	AUD-FM-IB-18-39	Audit of Broadcasting Board of Governors FY 2017 Compliance With Improper Payments Requirements	5/14/2018	1	OIG recommends that the Broadcasting Board of Governors develop and implement a process to update annually policies related to complying with improper payment requirements to reflect changes to Office of Management and Budget Circular A-136.	Resolved

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#	ACTION OFFICE	REPORT NUMBER	REPORT TITLE	ISSUE DATE	REC NUMBER	RECOMMENDATION	REC STATUS
606	International Broadcasting Bureau	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	1	The International Broadcasting Bureau Office of the Chief Financial Officer, in coordination with the Middle East Broadcasting Networks, should implement a schedule to review the approximately \$6,226,940 in unliquidated obligations and deobligate those funds that are no longer required. (Action: IBB, in coordination with MBN)	Resolved
607	International Broadcasting Bureau	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	2	The International Broadcasting Bureau Office of Chief Financial Officer should implement an action plan to close out expired Middle East Broadcasting Networks grants. (Action: IBB, in coordination with MBN)	Resolved
608	International Broadcasting Bureau	ISP-IB-17-09	Inspection of the Broadcasting Board of Governors' Middle East Broadcasting Networks	2/8/2017	8	The International Broadcasting Bureau Office of Security, in coordination with the Middle East Broadcasting Networks, should establish a written protocol to comply with Article X of the grant agreement. (Action: IBB, in coordination with MBN)	Resolved
609	International Broadcasting Bureau	ISP-IB-17-21	Inspection of Radio Free Europe/Radio Liberty	5/19/2017	7	The International Broadcasting Bureau, in coordination with Radio Free Europe/Radio Liberty, should establish a written protocol on background investigations to comply with the grant agreement. (Action: IBB, in coordination with RFE/RL)	Resolved