



HIGHLIGHTS

Office of Inspector General
United States Department of State

ISP-I-20-32

What OIG Inspected

OIG inspected the executive direction, program and policy implementation, and resource and information management operations of Embassy Windhoek.

What OIG Recommends

OIG made 11 recommendations: 10 recommendations to Embassy Windhoek and 1 recommendation to the Bureau of African Affairs.

In its comments on the draft report, the Department concurred with all 11 recommendations. OIG considers all 11 recommendations resolved. The Department's response to each recommendation, and OIG's reply, can be found in the Recommendations section of this report. The Department's formal written responses are reprinted in their entirety in Appendix B.

September 2020

OFFICE OF INSPECTIONS

BUREAU OF AFRICAN AFFAIRS

Inspection of Embassy Windhoek, Namibia

What OIG Found

- The Ambassador and Deputy Chief of Mission set a positive leadership tone and led Embassy Windhoek in a professional and collaborative manner consistent with the Department of State's leadership principles.
- Although the embassy submitted the required Statement of Assurance on internal controls, it did not identify and report long-standing deficiencies.
- The memorandum of understanding for the American Corner in Keetmanshoop expired in 2017 and had not been renewed to address current Department standards.
- The embassy did not properly award, execute, and administer contracts in accordance with Department and Federal acquisition standards, and it had at least \$1.37 million in unauthorized commitments.
- Although the embassy conducted considerable consular crisis management planning, the program did not fully comply with Department guidance.
- Spotlight on Success: The Information Management Section installed a solar- and wind-powered repeater for the ultra-high frequency radio emergency and evacuation system to address service disruption resulting from frequent power outages. This action resulted in access to uninterrupted emergency and evacuation radio communication and saved \$18,000 in electricity bills.