



# HIGHLIGHTS

Office of Inspector General  
United States Department of State

ISP-I-23-22

## What OIG Inspected

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

## What OIG Recommends

OIG made 14 recommendations to Embassy Lomé. In its comments on the draft report, the embassy concurred with all 14 recommendations. OIG considers all 14 recommendations resolved. The embassy's response to each recommendation, and OIG's reply, can be found in the Recommendations section of this report. The embassy's formal response is reprinted in its entirety in Appendix B.

July 2023

OFFICE OF INSPECTIONS

BUREAU OF AFRICAN AFFAIRS

## Inspection of Embassy Lomé, Togo

### What OIG Found

- The Ambassador and the Deputy Chief of Mission emphasized clear communication, accessibility, inclusiveness, and work-life balance as they implemented an active agenda in support of the Integrated Country Strategy's goals and objectives.
- Embassy Lomé's operational tempo increased in 2022 with an uptick in violent extremism in Togo's north and an increase in foreign assistance designed to counteract the threats.
- The Political-Economic Section served as a de facto "secretariat" for a growing number of official visitors, which affected the section's capacity to carry out its advocacy and reporting responsibilities.
- Embassy Lomé's grant files did not comply with the Department of State's Federal Assistance Directive documentation requirements.
- Embassy Lomé's safety, health, environmental management, and fire protection programs did not fully comply with Department standards.
- Missing administrative policies and standard operating procedures hampered human resources operations.
- Embassy Lomé's records management program did not comply with Department standards for the oversight, organization, and retirement of embassy records.