



OFFICE OF INSPECTOR GENERAL
U.S. ENVIRONMENTAL PROTECTION AGENCY

September 3, 2024

MEMORANDUM

SUBJECT: Notification:
Audit of the EPA's Telework and Remote Work Programs
Project No. OA-FY24-0119

FROM: Gloria Taylor-Upshaw, Director For Gloria Taylor-Upshaw, Director
Business Operations Directorate
Office of Audit

TO: Kimberly Patrick, Principal Deputy Assistant Administrator
Office of Mission Support

The U.S. Environmental Protection Agency Office of Inspector General plans to begin an audit of the EPA's telework and remote work programs. This audit is in response to a congressional request. The audit will examine locality pay for employees working in a telework and remote work status.

Our objective is to determine whether the EPA ensures employees are paid the correct locality pay in accordance with regulations and policy. We plan to conduct work in the Office of Mission Support, Office of the Chief Financial Officer, and in selected regional offices and program offices. We will use applicable generally accepted government auditing standards to conduct our audit. The anticipated benefits of this audit include improved operational efficiency for the Agency.

We will contact you to arrange a mutually agreeable time to discuss our objective. At that time, we can discuss any concerns that you may have and answer any questions about the audit process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during the audit. Throughout the audit, we will provide updates on a regular basis.

We respectfully note that the Inspector General Act of 1978, as amended, authorizes the OIG to have timely access to personnel and all materials necessary to complete our objectives. Similarly, EPA Manual 6500, *Functions and Activities of the Office of Inspector General* (1994), requires that each EPA employee cooperate with and fully disclose information to the OIG. Additionally, Administrator Michael S. Regan, in a June 17, 2024 email to EPA employees, stated that "it is the duty of all EPA personnel to cooperate fully with the OIG and to provide information the office needs to fulfill its oversight responsibilities." He also indicated that the "OIG's independent oversight of our agency makes it an indispensable partner in our efforts to protect public health and the environment." If an Agency employee or contractor refuses to provide requested materials to the OIG or otherwise fails to cooperate

with the OIG, we will request that you immediately resolve the situation. Consistent with the Inspector General Act, we may report unresolved access matters to the administrator and to Congress.

We will post this memorandum on our public website at www.epaoig.gov. Anyone with knowledge of potential fraud, waste, abuse, misconduct, or mismanagement related to this audit should contact the OIG Hotline at (888) 546-8740 or via an electronic form on the "OIG Hotline" [webpage](#).

cc: Janet McCabe, Deputy Administrator
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