Ms. Shalanda Young  
Acting Director  
Office of Management and Budget  
725 17th Street, NW  
Washington, DC 20503  

Dear Acting Director Young:

The Government Charge Card Abuse Prevention Act of 2012 requires Inspectors General to report on the implementation of recommendations made to their agencies to address audit findings for travel and purchase cards. Office of Management and Budget (OMB) guidance requires Inspectors General to submit their reports to OMB by January 31 of each year.

As the Act requires, the Office of Inspector General (OIG) for the U.S. Department of Health and Human Services (HHS) continues to conduct periodic assessments of the travel and purchase card programs at HHS. These assessments are completed to identify and analyze risks of illegal, improper, or erroneous purchases and payments.

HHS OIG issued one report during fiscal year 2021 and another in fiscal year 2022. We summarized the status of recommendations in these reports in the attached table, along with the open recommendations of a previous report. We have an ongoing audit of the purchase card program at HHS’s Office of Intergovernmental and External Affairs, and we expect to issue our report in fiscal year 2023.

If you or your staff have any questions, please contact Carla J. Lewis, Assistant Inspector General, at (202) 205-9125 or Carla.Lewis@oig.hhs.gov. Please refer to report number A-04-21-06254 in all correspondence.

Sincerely,

/Amy J. Frontz/  
Deputy Inspector General  
for Audit Services

Enclosure
cc:

Joseph Pika
Director, Division of Payment Integrity Improvement
OS/ASFR/Office of Finance

Manny Van Pelt
Program Manager, Transportation Services
Program Support Center
## Agency Progress in Implementing Audit Recommendations

### Status of Recommendations as of January 31, 2022

<table>
<thead>
<tr>
<th>Agency</th>
<th>Card Type</th>
<th>Summary of Recommendations</th>
<th>Status/Disposition</th>
<th>OIG Report Number and Issued Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of the Secretary</td>
<td>Travel</td>
<td>Review the lack of compliance with Federal requirements.</td>
<td>Open¹ Unimplemented</td>
<td>A-12-17-00002 7/11/2018</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Determine appropriate administrative actions to recoup (1) $333,014 related to the authorization and use of chartered aircraft, (2) $4,926 related to travel that started or ended in locations other than the official duty station, and (3) $2,960 related to other excess travel costs.</td>
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<tr>
<td></td>
<td></td>
<td>Improve processes and internal controls related to the use of chartered aircraft and ensure compliance with applicable Federal regulations and HHS policies and procedures.</td>
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<td></td>
</tr>
<tr>
<td>Food and Drug Administration</td>
<td>Travel</td>
<td>There were no recommendations. We assessed FDA’s travel card program as low risk.</td>
<td>N/A</td>
<td>A-04-19-06235 05/07/2021</td>
</tr>
<tr>
<td>Office of Intergovernmental and External</td>
<td>Travel</td>
<td>Develop and distribute to staff a quick reference document that includes key staff responsibilities for coordinating and vouchering both invitational and staff travel and a requirement that staff and supervisors read and sign the HHS Travel Agreement.</td>
<td>Open Unimplemented</td>
<td>A-03-19-00501 11/18/2021</td>
</tr>
<tr>
<td>Affairs</td>
<td></td>
<td>Establish an oversight program that includes approving officials reviewing and signing travel authorizations and vouchers only after verifying expenses, amounts claimed, and receipts included in the voucher; program coordinators (PCs) verify that all cardholders take the initial individually-billed account card training course and that the PCs use the online reporting from the servicing bank for potential travel card misuse and delinquency trends.</td>
<td></td>
<td></td>
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</tbody>
</table>

¹ OIG and the Office of the Secretary are in the resolution process for these findings.