August 26, 2009

MEMORANDUM TO: R. William Borchardt
Executive Director for Operations

FROM: Stephen D. Dingbaum **/RA/**
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF
NATIONAL SOURCE TRACKING SYSTEM INFORMATION
SYSTEM DEVELOPMENT (OIG-09-A-03)

REFERENCE: DIRECTOR, OFFICE OF INFORMATION SERVICES,
MEMORANDUM DATED AUGUST 14, 2009

Attached is the Office of the Inspector General (OIG) analysis and status of the recommendations as discussed in the agency's response dated August 14, 2009. Based on this response, recommendations 1 and 2 remain resolved. Please provide an updated status of the resolved recommendations by January 4, 2010.

If you have any questions or concerns, please call me at 415-5915 or Beth Serepca, Team Leader, at 415-5911.

Attachment: As stated

cc: V. Ordaz, OEDO
J. Arildsen, OEDO
C. Jaegers, OEDO

Audit Report

**AUDIT OF NATIONAL SOURCE TRACKING SYSTEM
INFORMATION SYSTEM DEVELOPMENT**

OIG-09-A-03

Status of Recommendations

Recommendation 1:   Establish polices and procedures that:

          a.   Specify quality standards for Certification and Accreditation (C&A) and Project Management Methodology (PMM) documents.

          b.   Specify sequence and protocols for submission and review of C&A and PMM documents, to include milestones linked to project schedules.

          c.   Clarify staff roles, responsibilities and qualifications to better integrate internal stakeholders efforts.

Agency Response
Dated August 14, 2009:   a.   The PMM documentation to include a quality review checklist for each document associated with both processes is scheduled to be completed by November 30, 2009.

          b.   The requested protocols and linkages between C&A activities and the PMM are in the process of being updated with a scheduled completion date of November 30, 2009.

          c.   PMM roles are being reviewed and updated to ensure staff roles, responsibilities and qualifications will be reflected in each of the roles within the PMM website. The scheduled completion date is November 30, 2009.

          Updated documents are scheduled to be submitted to OIG on December 14, 2009.

Audit Report

**AUDIT OF NATIONAL SOURCE TRACKING SYSTEM
INFORMATION SYSTEM DEVELOPMENT**

OIG-09-A-03

Status of Recommendations

Recommendation 1 continued:

OIG Analysis: The proposed action meets the intent of the recommendation. This recommendation remains resolved, and will be closed when OIG receives the updated PMM document and determines that it includes the checklist, the linkage between the C&A process and the PMM, and minimum qualifications for the PMM roles.

Status: Resolved.

Audit Report

AUDIT OF NATIONAL SOURCE TRACKING SYSTEM
INFORMATION SYSTEM DEVELOPMENT

OIG-09-A-03

Status of Recommendations

Recommendation 2:   Require staff involved in information systems development to undergo periodic training on these policies and procedures.

Agency Response
Dated August 14, 2009:   The PMM training curriculum is being updated to incorporate the identified necessary policies and procedures. The Computer Security Office is developing a C&A presentation that will be included in the two day PMM course. In addition, a four hour PMM review course is being developed for information technology project managers that will help reinforce concepts learned during the initial PMM course. The review course will be offered twice a year through iLearn and a requirement will be established for project managers to attend the course every two years.

Updated documents are scheduled to be submitted to OIG on December 14, 2009.

OIG Analysis: The proposed corrective action meets the intent of the recommendation. This recommendation remains resolved, and will be closed when OIG receives and reviews the training curriculum and determines that it contains current policies and procedures.

Status: Resolved.