



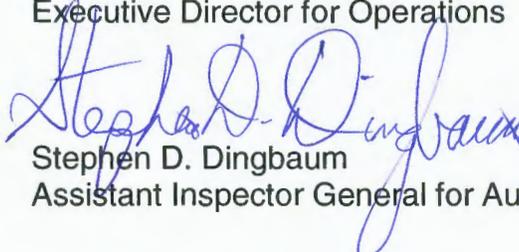
**UNITED STATES**  
**NUCLEAR REGULATORY COMMISSION**  
WASHINGTON, D.C. 20555-0001

OFFICE OF THE  
INSPECTOR GENERAL

July 15, 2016

MEMORANDUM TO: Maureen E. Wylie  
Chief Financial Officer

Victor M. McCree  
Executive Director for Operations

FROM:   
Stephen D. Dingbaum  
Assistant Inspector General for Audits

SUBJECT: STATUS OF RECOMMENDATIONS: AUDIT OF NRC'S  
TRAVEL CHARGE CARD PROGRAM (OIG 13-A-17)

REFERENCE: CHIEF FINANCIAL OFFICER MEMORANDUM DATED  
JUNE 15, 2016

Attached is the Office of the Inspector General's (OIG) analysis and status of recommendations 1 and 6 as discussed in the agency's response dated June 15, 2016. Based on this response, recommendation 6 is closed and recommendation 1 remains in resolved status. Recommendations 2 through 5 and 7 through 12 were previously closed. Please provide an updated status of the resolved recommendations by December 30, 2016.

If you have any questions or concerns, please call me at 415-5915 or Eric Rivera, Team Leader, at 415-7032.

Attachment: As stated

cc: R. Lewis, OEDO  
H. Rasouli, OEDO  
J. Jolicouer, OEDO  
J. Bowen, OEDO  
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## Audit Report

### AUDIT OF NRC'S TRAVEL CHARGE CARD PROGRAM

OIG-13-A-17

#### Status of Recommendations

Recommendation 1: Develop and implement a policy to pay centrally billed travel card accounts daily or weekly.

Agency Response

Dated June 15, 2016:

We are currently analyzing the monthly files we receive from Concur to see if there are ways to make them automated and more efficient. Once we complete this evaluation, the OCFO will explore the feasibility of paying the centrally billed travel card on a daily or weekly basis. We now expect to complete this evaluation by December 30, 2016.

OIG Analysis:

Providing the plan to pay the centrally billed travel card on a daily or weekly basis by December 30, 2016 meets the intent of the recommendation.

OIG will close this recommendation when the agency provides a copy of the centrally billed travel charge card account payment policy that requires payment, at the minimum, weekly. Additionally, the agency needs to provide, and OIG will review, documentation to prove that the policy has been implemented.

**Status:**

Resolved.

## Audit Report

### AUDIT OF NRC'S TRAVEL CHARGE CARD PROGRAM

OIG-13-A-17

#### Status of Recommendations

Recommendation 6: Implement mandatory split disbursement for individually billed accounts.

**Agency Response**

Dated June 15, 2016:

The OCFO issued Yellow Announcement 16-0061 dated June 14, 2016, which (1) informs travelers how to use the split disbursement feature when completing their travel vouchers, and (2) states that travel charge cardholders are expected to use the split disbursement feature to the maximum extent possible. The OCFO considers Recommendation 6 completed.

**OIG Analysis:**

OIG reviewed a copy of Yellow Announcement 16-0061 dated June 14, 2016, and determined that if travelers use a personal credit card for travel charges when processing their travel vouchers in ETS2, they cannot use the split pay option and so it is not feasible to make split pay mandatory in the system.

However, with Yellow Announcement 16-0061 management sets the expectation that Government charge cardholders use the split disbursement feature to the maximum extent possible. OCFO has satisfied the intent of this recommendation. Therefore, this recommendation is considered closed.

**Status:**

Closed.