



DEPARTMENT OF HEALTH AND HUMAN SERVICES

OFFICE OF INSPECTOR GENERAL

WASHINGTON, DC 20201



January 17, 2025

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

Dear Director Young:

The Government Charge Card Abuse Prevention Act of 2012 and OMB's implementing guidance require 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 periodically.

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 has an ongoing risk assessment of the travel and purchase card programs at a specific Operating Division. We expect to issue these reports in fiscal year (FY) 2025. In addition, we continue to track the status of recommendations from previous audits related to HHS travel and purchase cards, details of which are summarized in the attached table.

If you or your staff have any questions, please contact Carla J. Lewis, Assistant Inspector General, at (202) 834-5992 or Carla.Lewis@oig.hhs.gov. Please refer to report number OAS-25-04-007 in all correspondence.

Sincerely,

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

Enclosure

cc:

Kathryn Craig
Acting 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 31,2025

Agency	Card Type	Summary of Recommendations	Status/ Disposition	OIG Report Number and Issued Date
Office of the Secretary	Travel	<p>Review the lack of compliance with Federal requirements.</p> <p>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.</p> <p>Improve processes and internal controls related to the use of chartered aircraft and ensure compliance with applicable Federal regulations and HHS policies and procedures.</p>	Open ¹ Unimplemented	A-12-17-00002 7/11/2018
Office of Intergovernmental and External Affairs	Purchase	<p>Create and maintain a centralized database to store supporting documentation for all purchase card transactions.</p> <p>Remind cardholders and AO of documentation and reconciliation requirements.</p> <p>Remind AOs to notify Property Management Office when purchases of accountable property are made.</p> <p>Provide all cardholders and AOs training related to sensitive items.</p> <p>Remind AOs to provide timely notice of separated cardholders and for cardholders to contact their AO timely before separating.</p> <p>Work with HHS A/OPC to create and maintain a centralized database to capture training certificates of all cardholders and AOs.</p>	Open Unimplemented	A-03-22-00500 04/26/2024
Administration for Children and Families	Purchase	<p>We recommend that ACF develop mitigating controls and strategies to lower the high and moderate risks we identified.</p>	Closed Implemented	A-04-22-06262 09/08/2023

¹ In the [FY 2023 Good Accounting Obligation in Government Act Report](#), HHS reported the following for the implementation update: "OS and HHS travel personnel are actively reviewing the HHS Travel Policy Manual and increasing trainings for staff involved in scheduling, preparing, procuring, and approving travel. Additional reporting requests for chartered aircraft have also been implemented."