



**U.S. Department of  
Transportation**

Office of the Secretary  
of Transportation

The Inspector General

Office of Inspector General  
Washington, D.C. 20590

June 24, 2002

Mr. Steven Goldberg  
Chief Financial Officer  
National Transportation Safety Board  
400 L'Enfant Plaza, East  
Washington, DC 20594-2000

Dear Mr. Goldberg:

The Office of Inspector General plans to perform an audit of procurement practices by the National Transportation Safety Board (NTSB). Our audit objective is to determine whether NTSB effectively obtains required goods and services at fair and reasonable prices. Specifically, we will review the adequacy of internal controls for: (1) using Government purchase and travel cards; (2) complying with Federal Acquisition Regulations; (3) recording and accounting for procurements; (4) authorizing procurements and safeguarding budgetary resources; and (5) complying with Prompt Payment Act provisions.

We plan to start this project during the week of July 1, 2002. We will contact you to establish an entrance conference to discuss the planned audit.

Sincerely,

A handwritten signature in cursive script that reads "John L. Meche".

John L. Meche  
Deputy Assistant Inspector General for Financial  
and Information Technology Audits