



OFFICE OF INSPECTOR GENERAL

**Semiannual Report to Congress
April 1, 2000 - September 30, 2000**

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November 2000

ANNOUNCING

THE FEDERAL ELECTION COMMISSION OFFICE OF INSPECTOR GENERAL

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The Internet and the world wide web (www) have become essential components in conducting business with the Federal Election Commission (FEC), and the government as a whole. The OIG established an e-mail address (**oig@fec.gov**) as a means for FEC employees and the public to electronically contact the OIG.

The OIG website (**<http://www.fec.gov/fecig.htm>**) was designed to provide information and material in an efficient and convenient manner. The OIG webpage contains electronic copies of completed OIG reports. Visitors to the home page can obtain information such as a list of our final audit reports, as well as download copies of our audit reports and semiannual reports to congress (pdf format).

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EXECUTIVE SUMMARY

This report is submitted pursuant to the Inspector General Act of 1978, as amended. This Executive Summary provides a brief synopsis of accomplishments and general activities pertaining to the Office of Inspector General (OIG) for the period April 1, 2000 through September 30, 2000.

During this semiannual reporting period, the OIG released one audit report entitled, ***Agency Controls Governing the Process for Procurement of Vendor Training Services (OIG-00-01 - September, 2000)***. The primary objective of this audit was to assess economy, efficiency, and effectiveness of management controls governing the process for procurement of training services obtained through outside vendors.

A hearing was held on May 18, 2000 by the Senate Subcommittee on Management, Restructuring, and the District of Columbia. The hearing was held to examine the Federal government's commitment to develop and train its workforce. Our audit covered several issues addressed during the hearing, which related to staff development at the Commission using outside vendors.

During the audit, the OIG interviewed agency staff, analyzed training records and reviewed training related financial information to determine whether or not the Federal Election Commission (FEC) has put in place

management controls required by OMB directives and Federal regulations. This included adopting specific practices for managing the training of agency staff and maintaining a complete record of staff training activities.

Based on our audit work, we concluded that agency controls governing the process for procurement of vendor training services are not effective or efficient. Although we did not examine training developed “in-house,” which is training created and administered by agency staff for agency staff, during our audit we found that the FEC would not be capable of producing a complete record of all staff training and activities which would comply with existing Federal laws and regulations. However we noted no specific instances of fraud or abuse.

Our report contained seven audit recommendations. Detailed information regarding this audit report can be found on page 8, the **Audit section** of this report.

The Office of Inspector General initiated an audit during the previous reporting period entitled, **Procurement Operations (OIG-00-03)**. The primary objectives of this audit are to 1) determine whether or not the FEC has an efficient and effective procurement system in place; and 2) to determine whether the FEC’s procurement process complies with statutory and regulatory requirements. The audit is being conducted to determine if

the Commission has implemented the key acquisition reforms contained in the Federal Acquisition Streamlining Act (FASA) of 1994.

We are in the process of completing the audit and anticipate releasing the report during the next reporting period. Significant information pertaining to this audit is located on page 8, the **Audit section** of this report.

The following items highlight additional activities of the Office of Inspector General during this reporting period. Items are described in greater detail on page 15, the section entitled **Additional Office of Inspector General Activity**.

- The OIG received a congressional inquiry signed by Congressmen Sessions, Dreier, Davis, and Ose. The request was part of an inquiry of Federal agencies' websites and their utilization of the Internet. The Congressmen were particularly interested in knowing the status of the FEC's website in addition to seeking a response to several questions relating to the capabilities of the website, such as accessibility to the disabled and search functions.

The OIG, along with assistance from the Director of the Data Systems Development Division, addressed each of the inquiries and

forwarded the response to each of the Congressmen. For more information, see page 15.

- The OIG responded to correspondence from the Government Auditing Standards Committee concerning the GAO document *Preliminary Views, Government Auditing Standards, Independence*. The IG's purpose for responding to the correspondence was to voice her opinion over the views expressed in the document regarding Designated Federal Entity (DFE) Inspectors General.

The Inspector General's main concern was the attempt to question the independence of a specific group of IGs, which she feels is a threat to all IGs. Although DFE inspectors general have statutory rights and protections to assure their independence, the IG felt that creating two different standards of independence for inspectors general is inconsistent with statutory intent. For additional information on this subject, see page 16.

- In an effort to identify and provide useful, relevant, and cost-effective training for auditors working in various Inspector General offices, the Department of Defense (DOD), Office of Inspector General requested data to identify and evaluate training provided to OIG auditors from fiscal year 1998 through fiscal year 2000.

The purpose of the review was to support the PCIE Audit Committee's goal in determining if the curriculum at the Inspector General Auditor Training Institute (IGATI) needs to be changed to continue to meet the needs of the Federal Inspector General audit community. The information was compiled and forwarded to DOD OIG. See page 17 for more information.

- During this reporting period, two cash counts of the Federal Election Commission's (FEC) imprest fund were performed (OIG-00-05 and OIG-00-06). This is an ongoing task conducted by the Special Assistant to the Inspector General. For detailed information regarding the imprest fund cash count, see page 18.

THE FEDERAL ELECTION COMMISSION

The Federal Election Commission (FEC) is an independent, regulatory agency responsible for administering and implementing the Federal Election Campaign Act (FECA). The FEC is composed of six Commissioners who are appointed for six year terms by the President of the United States, with the advice and consent of the Senate. The FECA likewise established the positions of Staff Director and General Counsel, who are appointed by the Commissioners.

During this reporting period, the FEC received one new Commissioner, Professor Bradley A. Smith, who was sworn in on June 27, 2000. He joins Chairman Darryl R. Wold, Vice Chairman Danny L. McDonald, Commissioners David M. Mason, Karl J. Sandstrom, and Scott E. Thomas. This gives the FEC a full compliment of Commissioners.

OFFICE OF INSPECTOR GENERAL

The Federal Election Commission is one of the thirty-three designated agencies required to have an Inspector General under the 1988 amendments to the Inspector General Act of 1978 (P.L. 100-504).

The responsibilities of the Inspector General as stated in P.L. 100-504 are as follows:

- conduct and supervise audits and investigations relating to the Federal Election Commission's programs and operations;
- provide leadership, coordination, and to recommend policies for activities designed to promote economy, efficiency and effectiveness in the administration of Commission programs and operations. To prevent and detect fraud, waste and abuse in these programs and operations, and;
- keep the Commissioners and Congress fully and currently informed about problems and deficiencies and the need for and progress of corrective actions.

The OIG is under the supervision of the Inspector General who provides overall direction to the staff. The OIG staffing level for FY 2000 is four (4) full time employees. This is also the projected staffing for FY 2001. The staff consists of the Inspector General, the Special Assistant to the Inspector General and two Senior Auditors.

AUDITS

TITLE: **Agency Controls Governing the Process for Procurement of Vendor Training Services**

ASSIGNMENT #: **00-01**

RELEASE DATE: **September, 2000**

PURPOSE: The primary objective of this audit was to assess economy, efficiency, and effectiveness of management controls governing the process for procurement of training services obtained through outside vendors.

The Senate Subcommittee on Government Management, Restructuring and the District of Columbia, held a hearing on May 18, 2000 to examine the Federal government's commitment to develop and train its workforce. Our audit covered many of the issues addressed during that Senate hearing.

The Office of Inspector General (OIG) completed a limited-scope audit of the staff training program at the Federal Election Commission (FEC). The code of Federal regulations requires Federal agencies to adopt specific practices for managing the training of agency staff. A key provision of the

Federal regulations requires maintaining a complete record of staff training activities.

The procurement of vendor training services at the FEC is comprised of a set of operating practices which seem to have simply evolved over time without the aid of written administrative policy and procedures. From agency staff we interviewed during our audit, there is an unanimous agreement that the current process for submitting and approving staff requests for vendor training services is a cumbersome, paper intensive process which is extremely costly, especially in terms of the unnecessary expenditure of staff time.

During the audit, the OIG used various methods of data collection including staff interviews, document reviews, and the examination of individual training records for fiscal year 1999. However, we did not examine training developed "in-house," which is training created and administered by agency staff, for agency staff. In addition, we assessed the system of management controls and operational practices relating to the process for procurement of outside vendor training services. Our assessment was performed to determine whether or not the FEC has in place management controls required by OMB directives and Federal regulations. In general, these controls include the policies and procedures the FEC has designed and implemented to establish a process for training agency staff.

Throughout the audit, we regularly updated management on program risks. We identified a substantial number of weaknesses as a result of ineffective and inefficient controls governing the process for procurement of vendor training services. We concluded that if the FEC would design formal administrative policies and procedures, as well as adopt our other audit recommendations, significant weaknesses in the current program could be eliminated. We also believe that during the design stage for developing policy and procedures, the FEC will identify other methods to streamline and improve the current process.

Management provided written comments to our seven audit recommendations. Three of the recommendations have been fully implemented. However, regarding the remaining three recommendations, management's corrective actions appear appropriate, and when fully implemented, should adequately respond to the issues. Management disagreed with our audit recommendation to develop and implement a computer information system to replace the paper based system of records currently maintained for requesting and acquiring vendor training services.

Management does not believe that an automated vendor training request process would be cost effective, based on the size of the agency's annual training budget. The OIG believes that further analysis is necessary

before management's reasons for not agreeing with the audit recommendation is accepted.

Audits (continued)

TITLE: **Procurement Operations**

ASSIGNMENT #: **00-03**

RELEASE DATE: **In Progress**

PURPOSE: The primary objectives of this audit are to 1) determine whether or not the FEC has an efficient and effective procurement system in place; and 2) to determine whether the FEC's procurement process complies with statutory and regulatory requirements.

The audit is being performed to determine if the Commission has implemented the key acquisition reforms contained in the Federal Acquisition Streamlining Act (FASA) of 1994. The audit will include soliciting feedback from Commission divisions on the positive and negative aspects of the Commission's process to purchase goods and services. The OIG is also interested in knowing if the goods and services are delivered in a timely manner; would written guidelines on how to order goods and services be helpful; and is there a need for additional staff training to address the procedures for acquiring goods and services.

The OIG sent an e-mail survey to managers to assess their satisfaction and experience with the Commission's procurement process. The e-mail stated that we intend to forward the comments to the Administrative Division because we believe it may be beneficial for them to receive the

feedback. However, we agreed to withhold names and divisions from the responses, and in some cases, edited some of the comments in order to protect the contributor's anonymity. This feedback has already been provided to management. We anticipate completing this audit report during the next reporting period.

INVESTIGATIONS

No new investigations were opened during this reporting period. However, the OIG received over 7,500 letters of complaints from outside sources regarding 1) alleged inappropriate activities of various committees; 2) alleged campaign finance violations; and 3) illegal fundraising activities of candidates for federal office. The majority of the 7,500 letters were from an organization that urged its members to sign the letters requesting an FEC investigation of a specific campaign. The letters were received as a bulk delivery.

Since the inception of our e-mail account, we also received several e-mail inquiries regarding allegations of candidates who indulge in fraud or the conspiracy to commit fraud, as well as abuse of power and ballot fixing. The letters and e-mails were reviewed by the IG and consequently referred to the appropriate FEC component.

ADDITIONAL OFFICE OF INSPECTOR GENERAL ACTIVITY

All legislation, as compiled by the Commission's Congressional Affairs Office, was reviewed by the Inspector General, as required by the Inspector General Act of 1978, as amended. The Inspector General reviews and comments, when appropriate, on all legislation provided by the PCIE Legislative Committee. The Inspector General also routinely reads all Commission agenda items and attends Finance Committee Meetings.

During this semiannual reporting period, the OIG responded to a Congressional request for information regarding the status of the FEC's website. The inquiry was signed by the following members of Congress: Pete Sessions, Chairman, Results Caucus; David Dreier, Chairman, Committee on Rules; Tom Davis, Chairman, Subcommittee on DC; and Representative Doug Ose. The request was part of an inquiry of Federal agencies' websites and their utilization of the Internet. The Congressmen were particularly interested in knowing the status of the FEC's website in addition to seeking a response to several questions relating to the capabilities of the website, such as accessibility to the disabled and search functions.

After several follow-up conversations with Congressman Session's staff, it was determined that the IG would facilitate the request within the agency. With assistance from the Director of the Data Systems Development

Division, the inquiries were addressed and forwarded to each of the Congressmen.

One of the questions dealt with using the website as a central repository for frequently used forms, files, and information. The FEC website has been designed to act as a central repository for frequently used forms, files and information since its inception. All forms required to be submitted to the FEC are available on the website, and the retrieval of financial reports and data submitted to the Commission from the web has become the standard method of retrieval, both within the Commission, as well as among the public.

The OIG also responded to the Government Auditing Standards Committee concerning the GAO document *Preliminary Views, Government Auditing Standards, Independence*. The IG's purpose for responding to the correspondence was to voice her opinion over the views expressed in the document regarding Designated Federal Entity (DFE) Inspectors General.

Since the passage of the Inspector General Act in 1978, Congress felt the need to establish additional offices of inspectors general in agencies that did not have an independent audit function. This was accomplished with the 1988 amendments to the IG Act. It is very clear that Congress extended the

independence contained in the IG Act to the DFE IGs. The IG Act also states that the head of a designated Federal entity shall not prevent or prohibit the IG from initiating, carrying out, or completing any audit or investigation.

The DFE IGs are required to keep Congress fully and currently informed of any serious problems, abuses or deficiencies. This is done through semiannual reports or immediate reports, if necessary. The head of the designated agency may not remove the inspector general without notifying Congress of the reasons involved in such a removal. Peer reviews are also independently performed of each IG office to assure that audits are conducted according to government standards and no impairments to independence are present.

What concerned the IG the most was the committee's attempt to question the independence of a specific group of IGs, which she feels is a threat to all IGs. The DFE inspectors general have statutory rights and protections to assure their independence as mentioned above, and the IG felt that creating two different standards of independence for inspectors general is inconsistent with statutory intent. Furthermore, it is the opinion of the IG that all federal inspectors general should be covered by the independence standard.

The OIG also responded to a memorandum from the Department of Defense (DOD), Office of Inspector General for Audit Policy and Oversight requesting data to identify and evaluate training provided to OIG auditors from fiscal year 1998 through fiscal year 2000.

One of the strategic goals of the PCIE Audit Committee, is to identify and provide useful, relevant, and cost effective training for auditors working in various Inspector General offices. The information requested will support the Audit Committee's goal by determining if the curriculum at the Inspector General Auditor Training Institute (IGATI) needs to be changed to continue to meet the needs of the Federal Inspector General audit community. To assist in the review, the OIG supplied information on the training courses that we provided to our auditors, which will be used to aid in anticipating the needs for future training.

During this reporting period, two unannounced cash counts of the FEC's imprest fund were performed (OIG-00-05 and OIG 00-06). This is an ongoing task conducted by the Special Assistant to the Inspector General. The imprest fund consist of three drawers totaling \$2,500. The results of the cash counts revealed that all cash was accounted for and cash disbursements from the imprest were reasonable and consistent with FEC imprest fund policy.

Two projects were initiated but not completed before the end of this reporting period. They include a project relating to staff retirement eligibility over the next 5, 7, and 10 years and a review of the FEC Recreation Association. We anticipate providing more information regarding these projects during the next reporting period.

The Inspector General continues to participate in activities of the Executive Council on Integrity and Efficiency (ECIE). The IG served on the review board of the ECIE awards panel. The OIG staff attended the PCIE/ECIE awards ceremony where our senior auditor, Jonathan Hatfield was presented with an ECIE award for individual accomplishment. The citation read as follows: *“In recognition of his outstanding contributions to the mission of the Office of Inspector General, Federal Election Commission. His efforts have been instrumental in ensuring the professionalism and effectiveness of the OIG.”*

An OIG staff member, in coordination with the Data Systems Development Division, reviewed the results of the Commission’s information technology (IT) security review performed by Booz-Allen & Hamilton, Inc. The IT security review included a computer network risk assessment and network penetration tests.

The FEC OIG was contacted by an agent of a federal agency regarding a background check of a current employee who was interviewed and selected for employment outside the FEC. The IG had no negative information regarding this particular employee.

In an effort to further FEC employees' understanding of the role of the Inspector General, an OIG staff person developed, in draft form, an OIG informational pamphlet. When completed, the pamphlet will be distributed throughout the Commission, and given to new employees upon arrival.

ECIE AND PCIE ACTIVITY

The Executive Council on Integrity and Efficiency was established by Executive Order on May 11, 1992. It consists of Designated Federal Entity Inspectors General and representatives of the Office of Government Ethics, the Office of Special Counsel, the Federal Bureau of Investigation and the Office of Management and Budget.

The Inspector General (or staff) attended the following training, programs and/or conferences during this reporting period:

- ECIE - *Monthly Meetings*
- PCIE/ECIE - *Joint Quarterly Meeting*
- PCIE/ECIE - *Awards Ceremony*
- PCIE - *IT Roundtable Discussion*
- PCIE - *Professional Development Forum - Methods and Milieu Forum*
- *Information Systems Audit & Control Association - Control & Security of Electronic Commerce*
- *Information Systems Audit & Control Association - Control & Security of Oracle NW*
- *Institute of Internal Auditors - The American Dream and the Law of Unintended Consequences*
- *Association of Government Accountants - 49th Annual Professional Development Conference & Exposition - Expand your Horizons in Government Accountability*

- General Accounting Office - *13th Biennial Forum of Government Auditors - Forging Government Accountability over a Quarter Century*
- Heritage Foundation - *Government Performance Results Act Conference*
- Federal IT Accessibility Initiative - *Developing Accessible Websites Training*
- Department of Treasury - *OIG Wide Statistician Advisory Group Meeting*
- Professional Development Committee - *Internet-based Electronic Audit Management (I-BEAM) Training*
- Federal Election Commission - *Labor Relations Training for Supervisors*
- Federal Election Commission - *Form Flow Software Application Training*

IG ACT	REPORTING REQUIREMENTS	PAGE
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Reporting requirements required by the Inspector General Act of 1978, as amended by the Inspector General Act Amendments of 1988 are listed below:

Section 4(a)(2)	Review of Legislation-----	15
Section 5(a)(1)	Significant Problems, Abuses, and Deficiencies-----	None
Section 5(a)(2)	Recommendations with Respect to Significant Problems, Abuses, and Deficiencies-----	None
Section 5(a)(3)	Recommendations Included in Previous Reports on Which Corrective Action Has Not Been Completed-----	26
Section 5(a)(4)	Matters Referred to Prosecutive Authorities-----	None
Section 5(a)(5)	Summary of Instances Where Information was Refused-----	None
Section 5(a)(6)	List of Audit Reports-----	8
Section 5(a)(7)	Summary of Significant Reports-----	8
Section 5(a)(8)	Questioned and Unsupported Costs-----	24
Section 5(a)(9)	Recommendations that Funds be put to Better Use-----	25
Section 5(a)(10)	Summary of Audit Reports issued before the start of the Reporting Period for which no Management Decision has been made-----	N/A
Section 5(a)(11)	Significant revised Management Decisions-----	N/A
Section 5(a)(12)	Management Decisions with which the Inspector General is in Disagreement-----	None

TABLE I

**INSPECTOR GENERAL ISSUED REPORTS
WITH QUESTIONED COSTS**

	DOLLAR VALUE (in thousands)		
NUMBER	QUESTIONED COSTS	UNSUPPORTED COSTS	

A. For which no management decision has been made by commencement of the reporting period	0	0	[0]
B. Which were issued during the reporting period	0	0	[0]
Sub-Totals (A&B)	0	0	[0]
C. For which a management decision was made during the reporting period	0	0	[0]
(i) Dollar value of disallowed costs	0	0	[0]
(ii) Dollar value of costs not disallowed	0	0	[0]
D. For which no management decision has been made by the end of the reporting period	0	0	[0]
E. Reports for which no management decision was made within six months of issuance	0	0	[0]

TABLE II**INSPECTOR GENERAL ISSUED REPORTS WITH
RECOMMENDATIONS THAT FUNDS BE PUT TO BETTER USE**

	NUMBER	DOLLAR VALUE (in thousands)
A. For which no management decision has been made by the commencement of the reporting period	0	0
B. Which were issued during the reporting period	0	0
C. For which a management decision was made during the reporting period	0	0
(i) dollar value of recommendations were agreed to by management	0	0
based on proposed management action	0	0
based on proposed legislative action	0	0
(ii) dollar value of recommendations that were not agreed to by management	0	0
D. For which no management decision has been made by the end of the reporting period	0	0
E. Reports for which no management decision was made within six months of issuance	0	0

TABLE III

**SUMMARY OF AUDIT REPORTS WITH CORRECTIVE ACTIONS
OUTSTANDING FOR MORE THAN SIX MONTHS**

Recommendations

<u>Audit Report Number</u>	<u>Report Issue Date</u>	<u>Management Response Date</u>	<u>Number</u>	<u>Closed</u>	<u>Open</u>
97-02	01/98	01/98	4	3	1
98-08	05/99	04/99	9	3	6

FEC / OIG Strategic Plan

OIG Products: To provide products and services that promote positive change in FEC policies, programs, and operations.

OIG Process: To develop and implement processes, policies, and procedures to ensure the most effective and appropriate use of OIG resources in support of our people and products.

OIG Staff: To maintain a skilled and motivated work force in an environment that fosters accountability, communications, teamwork, and personal and professional growth.

Objective A: Deliver timely, high-quality products and services that promote positive change.

Strategy:

- establish common OIG standards for communicating results;
- conduct quality assurance programs;
- solicit appropriate internal and external review and comment;
- comply with applicable statutory guidelines and standards;
- set realistic and appropriate milestones.

Objective A: Maintain a dynamic strategic planning process.

Strategy:

- periodically review and update the strategic plan to address changing OIG and FEC priorities; and,
- identify factors that influence organizational change and develop short and long term plans to address them.

Objective A: Attract and retain well-qualified, diverse and motivated employees.

Strategy:

- develop and implement a comprehensive recruiting program that attracts a broad population with the knowledge, skills, abilities, and expertise necessary to make meaningful contributions to the OIG;
- assess employee satisfaction and develop strategies to address employee concerns;
- identify reasons for staff departures and develop plans to foster greater staff retention; and,
- adhere to EEO principles and strive to maintain a diverse work force.

Objective B: Address priority issues and concerns of the Commission, Congress, and Management.

Strategy: Perform work that supports;

- Federal Election Commission and Congressional priorities;
- National Performance Review objectives;
- Strategic Management Initiative efforts;

Objective B: Plan and conduct cost-effective work that address critical issues and results in positive change.

Strategy:

- solicit FEC and Congressional input in planning OIG activities;
- develop internal planning mechanisms to support FEC goals and priorities;
- ensure that priorities of IG are effectively communicated; and,
- identify specific targets for OIG review that are the most cost-effective

Objective B: Provide training and developmental opportunities to employees.

Strategy:

- assess training needs in relation not only to employee but also office needs as well;
- ensure that Government Auditing Standards in relation to training are adhered to; and,
- maintain a reporting system to ensure that educational requirements are met.

Focus OIG attention in the following areas of emphasis:

- managing change;
- resource allocation in relation to policy objectives;
- delivery of client service;
- causes of fraud and inefficiency; and,
- automation and communication.

Objective C: Follow-up and evaluate results of OIG products and services to assess their effectiveness in promoting positive change.

Strategy:

- Identify, as appropriate, lessons learned to improve timeliness and quality; and,
- conduct follow-up reviews to determine if intended results have been achieved.

Objective C: Identify customer needs and provide products and services to meet them.

Strategy:

- establish new customer feed back mechanisms;
- consider and evaluate customers feedback when planning and developing products and services;
- respond to Congressional inquires and request for briefing and testimony;
- promote open exchange of ideas and information through outreach and through use of e-mail; and,
- receive, evaluate, and respond, as appropriate, to information received through the OIG hotline and other sources.

Objective C: Assess, recognize, and reward, when possible, performance that contributes to achieving the OIG mission.

Strategy:

- develop and articulate expectations for each employee's performance, including contributions in meeting the mission & goals of the OIG; and,
- ensure that rewards, when possible, are given in recognition of exceptional employee performance.

Objective D: Satisfy customers, consistent with the independent nature of the OIG.

Strategy:

- establish professional communication and interaction with customers to promote the open exchange of ideas;
- incorporate customer feedback, as appropriate; and,
- be open to customer-generated solutions and options.

Objective D: Implement efficient, effective, and consistent resolution and follow-up procedures.

Strategy:

- ensure that IG follow-up procedures are followed and that management is aware of their role in the process; and,
- establish common OIG standards for terminology, date maintenance and communications.

Objective D: Create and maintain a working environment that promotes teamwork and effective communication.

Strategy:

- ensure that communications between employees is open; and,
- provide employees with the tools and incentives they need to adequately perform their duties.

Objective E: Establish a positive and productive working environment.

Strategy:

- reengineer or streamline OIG procedures to achieve the most effective use of resources; and,
- ensure that necessary technologies, evolving and otherwise, are made available to staff as needed.

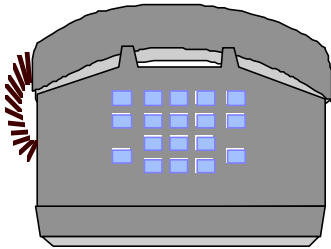
Performance Measures: Determine the timeliness and quality of products and services; their effectiveness in promoting positive change; and, reach agreement with management on at least 90% of recommendations within six months of the report issue date.

Performance Measures: An annual audit plan is issued; strategic plan is periodically reviewed; and, necessary technology is provided to staff to enable them to most efficiently perform their duties.

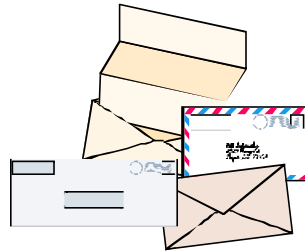
Performance Measures: All employees meet the training requirements; all employees have performance standards; and, all employees meet the basic requirements for the position in which they were hired to perform.

CONTACTING THE OFFICE OF INSPECTOR GENERAL

The success of the OIG mission to prevent fraud, waste, and abuse depends on the cooperation of FEC employees (and the public). There are several ways to report questionable activity.



Call us at **202-694-1015** or toll-free **1-800-424-9530**. A confidential or anonymous message can be left 24 hours a day / 7 days a week.



Write or visit us - we are located at: Federal Election Commission
Office of Inspector General
999 E Street, N.W., Suite 940
Washington, DC 20463

Mail is opened by OIG staff members only.



You can also contact us by e-mail at: oig@fec.gov.

Individuals may be subject to disciplinary or criminal action for knowingly making a false complaint or providing false information.