



Charter

March 15, 2011

Name

The Council of the Inspectors General on Integrity and Efficiency (Council or CIGIE)

Authority

Section 11 of the Inspector General Act of 1978 (5 U.S.C. app. 3.), as amended (IG Act).

Mission

The mission of the Council shall be to address integrity, economy, and effectiveness issues that transcend individual Government agencies; and increase the professionalism and effectiveness of personnel by developing policies, standards, and approaches to aid in the establishment of a well trained and highly skilled workforce in the Offices of Inspectors General (OIG).

Membership

- All Inspectors General (IGs) whose offices are established under either section 2 or section 8G of the IG Act, or pursuant to other statutory authority (e.g., the Special IGs for Iraq Reconstruction, Afghanistan Reconstruction, and Troubled Asset Relief Program).
- The IGs of the Office of the Director of National Intelligence, or at the time of appointment, the IG of the Intelligence Community, and the Central Intelligence Agency.
- The IGs of the Government Printing Office, the Library of Congress, the Capitol Police, the Government Accountability Office, and the Architect of the Capitol.
- The Controller of the Office of Federal Financial Management.
- A senior level official of the Federal Bureau of Investigation (FBI) designated by the Director of the FBI.
- The Director of the Office of Government Ethics.
- The Special Counsel of the Office of Special Counsel.
- The Deputy Director of the Office of Personnel Management.

- The Deputy Director for Management of the Office of Management and Budget (OMB).

At the option of the Chairperson, after considering advice from the Executive Council, representatives of other Government organizations may be invited to attend, observe, or contribute to Council meetings and activities.

Officers and Executive Council

Executive Chairperson - The Deputy Director for Management of OMB shall serve as the Executive Chairperson. The Executive Chairperson shall preside over Council meetings; provide to the heads of agencies and entities represented on the Council summary reports of Council activities; and provide to the Council such information relating to the agencies and entities represented on the Council as assists the Council in performing its functions.

Chairperson - The Council shall elect, for a two year term, a Chairperson from among the IGs established under either section 2 or section 8G of the IG Act or from the IGs at the Office of the Director of National Intelligence or the Central Intelligence Agency. The term of the Chairperson shall run from January of every odd numbered year. The Chairperson, in consultation with the Executive Council, shall develop procedures for conducting elections. Candidates for Chairperson may be nominated by any member of the Council or self-nominated.

The Chairperson shall convene meetings of the Council and, in the absence of the Executive Chairperson, preside over meetings; appoint the Vice Chairperson; exercise the functions and duties of the Council; oversee the administrative and business functions of the Council; establish standing committees of the Council (in consultation with the membership); serve as an ex officio member of each of the standing committees; and prepare and transmit an annual report to the President and the Congress on the activities of the Council.

Vice Chairperson - The Chairperson shall appoint a Vice Chairperson from among the IGs established under either section 2 or section 8G of the IG Act or from the IGs at the Office of the Director of National Intelligence, or at the time of appointment, the IG of the Intelligence Community, or the Central Intelligence Agency, except that the Vice Chairperson must be appointed from a category different from the category under which the Chairperson serves. The Vice Chairperson shall assist the Chairperson in carrying out the functions of the Council and act in the absence of the Chairperson. If the Chairperson cannot fulfill his or her term, the Vice Chairperson will fulfill the duties of the Chairperson. If the Vice Chairperson cannot for any reason act in this capacity, the Executive Council will decide whether to appoint a new Chairperson or to hold an election for a new Chairperson to serve for the remainder of the Chairperson's term.

Executive Council - There shall be an Executive Council of the Council consisting of the Chairperson and the Vice Chairperson of the Council, the chairs of each of the standing

committees, the immediate past Chairperson and Vice Chairperson of the Council, and at the discretion of the Chairperson an at-large member selected by the Chairperson in consultation with the Executive Council. The Chair of the Integrity Committee (IC) is not a member of the Executive Council but may be consulted by the Chairperson or the Executive Council as deemed appropriate. The Executive Council assists the Chairperson in governance of the Council.

Functions and Duties of the Council

- Continually identify, review, and discuss areas of weakness and vulnerability in Federal programs and operations with respect to fraud, waste, abuse, and mismanagement;
- Develop plans for coordinated, government wide activities that address these problems and promote economy and efficiency in Federal programs and operations, including interagency and inter-entity audit, investigation, inspection, and evaluation programs and projects to deal efficiently and effectively with those problems concerning fraud and waste that exceed the capability or jurisdiction of an individual agency or entity;
- Develop policies that will aid in the maintenance of a corps of well-trained and highly skilled OIG personnel;
- Maintain an internet website and other electronic systems for the benefit of all IGs as the Council determines are necessary or desirable;
- Maintain a Training Institute with one or more academies for the professional training of auditors, investigators, inspectors, evaluators, and other OIG personnel;
- Submit recommendations of individuals to the appropriate appointing authority for any IG appointment under either section 2 or section 8G of the IG Act, or any other open IG appointment, as appropriate;
- Make such reports to Congress as the Chairperson determines are necessary or appropriate; and
- Perform other duties within the authority and jurisdiction of the Council, as appropriate.

Council Strategic Planning

The Council will, in accordance with the Government Performance Results Act (GPRA) of 1993 and GPRA Modernization Act of 2010, Public Law 111-352 (2010), and Office of Management and Budget Circular A-11, prepare, not later than the first Monday in February of any year following the year in which the term of the president commences, a strategic plan setting forth CIGIE's mission, vision, goals, objectives, and performance measures. The strategic plan will cover a period of not less than 4 years following the FY submitted. Additionally, each year CIGIE will update a one-year operational plan setting forth approaches and measures to address CIGIE operational issues, all of which will be designed to enable CIGIE to meet its strategic plan.

Council Meetings and Decision-Making

While the Council will meet monthly to the extent possible, meetings shall be held at least six times a year, and may be called more frequently than monthly at the discretion of the Chairperson. The Chairperson will set the final agenda after considering recommendations from the Vice Chairperson, Executive Council, and Executive Director.

In order for decisions of the Council to be acted upon during its meetings, there must be a quorum present. A quorum for the Council exists if the number of members plus authorized substitutes for absent members (as discussed below) equals two-thirds of the number of Council members. Council staff will be responsible for preparing minutes of all Council meetings.

Decisions of the Council will be made by consensus when possible. When consensus is not possible, any two members (a proposer and a second) may call for a vote on an issue. For an election or motion to be considered decided, it must have the agreement of a majority of the membership present. At the option of the Chairperson, elections and votes may be held by a show of hands, recorded vote, electronic vote, or by secret ballot. If a member is unable to attend a Council meeting, an authorized substitute for that member may attend and vote in the stead of the member, or the member may designate another member to act as their proxy for voting. If necessary, electronic voting may be held between Council meetings.

Funding

The Council is authorized through section 1105(a)(33) of title 31, United States Code, to have a separate appropriations account.

Additionally, and in accordance with section 11 of the IG Act, as amended, and notwithstanding section 1532 of title 31, United States Code, or any other provision of law prohibiting the interagency funding of activities, the Executive Chairperson may authorize the use of interagency funding for Government-wide training of OIG employees, Integrity Committee (IC) functions, or any authorized purpose determined by the Council. Upon the Executive Chairperson's authorization, any department, agency, or entity of the executive branch which has a member on the Council shall fund or participate in the funding of such activities.

If necessary in the absence of other funding, the Chairperson, in consultation with the Executive Council, will determine an assessment for each OIG member (prorated based on the member's appropriation or funding level) to cover the anticipated annual costs of the Council. This prorated assessment will be presented to the Council membership for concurrence.

The Council may establish in the U.S. Treasury a revolving fund entitled the "Inspectors General Council Fund" or enter into an arrangement with a department or agency to use

an existing revolving fund. Any amounts in the fund shall remain available to the Council until expended, without any fiscal year limitation.

CIGIE Administrative Support

The Council will maintain its own permanent staff, which will be hired and managed under the provisions of Title 5 of the U.S. Code. Permanent Council staff will be headed by an Executive Director who reports to the Chairperson or the Vice Chairperson, in the absence of the Chairperson. The Executive Director will provide oversight to the staff. Payment for staff costs will be funded through monies available to the Council for such purpose. Council staff will be responsible for supporting the activities of the Council, including, but not limited to, drafting Council reports such as the annual report, maintaining the Council's website and archives, and additional functions as identified.

Budgeting

Annually, the Chairperson, in coordination with the Executive Council, will present a proposed operating budget to the Council for approval. The Chairperson will, through the office of the Executive Director, execute and maintain all appropriate budget processes and documents of Council operations in accordance with governing laws, regulations, and principles. The Executive Director, under the direction and approval of the Audit Committee, will contract for an independent financial audit of the Council's financial statements and operations at the conclusion of each fiscal year. The Audit Committee will receive all audit reports and coordinate the activities of the independent auditor with the CIGIE staff.

Committees

Integrity Committee (IC) - The Council shall maintain an IC as required by section 11 of the IG Act, as amended. The IC will be chaired by the FBI official serving as a member of the Council, who shall maintain the records of the IC. The Council Chairperson will appoint four IC members from among the IGs appointed under section 11(d)(2)(B) of the IG Act, as amended. Each appointed member will serve a term of 4 years. Appointments will be staggered so that one member will be appointed every year. The Special Counsel of the Office of Special Counsel and the Director of the Office of Government Ethics will also serve as members of the IC. The Chief of the Public Integrity Section of the Criminal Division of the Department of Justice, or designee, shall serve as the IC's legal adviser. In conjunction with the Chairperson of the Council, the IC will develop its own policies and procedures, which will be submitted to the congressional committees of jurisdiction.

Standing Committees - The Council maintains the following standing committees, including but not limited to:

➤ Audit

Provides leadership to and serves as a resource for the Federal IG audit community. Sponsors and coordinates audits that address multi-agency or Government-wide issues, maintains professional standards for OIG audit activities, and administers the audit peer review program. Provides input to the CIGIE Professional Development Committee and the Training Institute on the training and the development needs of the CIGIE audit community, and advice to the Chairperson, Vice Chairperson, and Executive Director regarding CIGIE's contracts for audit services.

➤ Professional Development

Provides educational opportunities, through the Training Institute, for members of the IG community and ensures the development of competent personnel. Receives input from the Audit, Investigations, and Inspections and Evaluation Committees on the training and the development needs of the CIGIE community. Seeks opportunities to improve training methods, enhance the development of OIG staff, and establish training to meet continuing educational requirements.

➤ Information Technology

Facilitates effective OIG information technology (IT) audits, evaluations, reviews, and investigations, and provides a vehicle for expressing the IG community's perspective on Government-wide IT operations.

➤ Inspection and Evaluation

Provides leadership for the CIGIE inspection and evaluation community's effort to improve agency program effectiveness by maintaining professional standards; leading the development of protocols for reviewing management issues that cut across departments and agencies; promoting the use of advanced program evaluation techniques; and fostering awareness of evaluation and inspection practice in OIGs. The Committee provides input to the CIGIE Professional Development Committee and the Training Institute on the training and the development needs of the CIGIE inspection and evaluation community.

➤ Investigations

Contributes to improvements in program integrity, efficiency, and cost effectiveness government-wide by providing analysis of investigative issues common to federal agencies. Provides the CIGIE community with guidance, support, and assistance in conducting high quality investigations. Provides input

to the CIGIE Professional Development Committee and the Training Institute on the training and the development needs of the CIGIE investigations community. Actively engages the Assistant Inspector General for Investigations Committee to assist in carrying out the Investigations Committee's goals and strategies.

➤ **Legislation**

Ensures that CIGIE is kept abreast of matters in the Congressional arena that are of interest to the IG community. Develops, coordinates, and represents the official IG community positions on legislative issues.

The Chairperson, in consultation with the members of the Council, may establish additional standing or ad hoc committees, redefine their purposes and responsibilities, or abolish existing committees as the Chairperson determines best meets the needs of the Council and the IG community. Elections for the Chairs of these committees will be held in the spring of every odd numbered year. The Chairs of these committees may be elected from among all IGs on the Council. Members of the Committees will be selected by the Committee Chairs in consultation with the Council Chairperson. Members of each committee must include, at a minimum, IGs appointed under both section 2 and section 8G of the IG Act. Members serve a two-year term and may serve consecutive terms. Vice Chairs for these committees will be selected by the Chairs from among members appointed under a category of the IG Act different from the category under which the Chair is elected. Committee Chairs and Vice Chairs will serve for two years. In the event a Committee Chair resigns during the term, the Vice Chair becomes the Committee Chair and may appoint a new Vice Chair. The committees generally have the authority to act within their areas of jurisdiction; however, the issuance of any community-wide report or guidance, other than the Council's annual report, which the Chairperson approves and issues, shall require a vote of the full Council. Additionally, the Chairperson must approve any expenditure of Council funds. The Committee Chairs will provide the Chairperson and the Council with regular reports on their committee activities.

Amendment of the Charter

This Charter may be amended at any time by a two-thirds vote of the entire Council, provided such proposed amendment shall first have been submitted to Council members reasonably in advance of the vote. Any member may have an authorized substitute or proxy holder vote in the stead of the member.

Fiscal Year

The fiscal year of the Council shall be October 1 through September 30.