



SPECIAL INSPECTOR GENERAL FOR IRAQ RECONSTRUCTION

SIGAR SUPPORT CAPPING REPORT

August 4, 2008 – September 30, 2009

OVERVIEW

The Special Inspector General for Iraq Reconstruction (SIGIR) provided support to the Special Inspector General for Afghanistan Reconstruction (SIGAR), as authorized by section 1229(h)(6) of Public Law 110-181 and pursuant to memorandums of agreement between the two agencies.

SIGIR furnished over 2,900 hours of human resources, budget, contracting, facilities, logistics, and IT services on a reimbursable basis, while concurrently assisting the SIGAR to design and staff these functions so it could eventually assume them. The cost of this support was \$154,430.

SIGIR additionally detailed Auditors and an Operations Officer to supplement the SIGAR staff deployed in Afghanistan. These detailed personnel completed over 3800 hours of work at a cost of \$411,054. In all, SIGIR provided over 6,700 hours of reimbursable or detailed support.

In addition, SIGIR contributed other significant support without charge. For example, SIGAR staff used SIGIR office space, phones, and computers until they were able to move into their own facility. In addition, SIGIR senior management and staff have provided ongoing advice and counsel since the appointment of the Special Inspector General for Afghanistan Reconstruction.

Lastly, because of gaps in SIGAR's hiring authority, all SIGAR employees were initially hired by SIGIR and detailed to SIGAR. These employees are not included in totals of "detailed" or "reimbursable" personnel given in this report.

HIGHLIGHTS: AUGUST 2008

- SIGIR Deputy Inspector General meets with the SIGAR to coordinate support of stand-up activities.
- SIGIR Deputy Chief of Staff, Chief Information Officer, and Support Branch Chiefs begin working with SIGAR Senior Advisor to develop human resource, budget, contracting, facility, and IT requirements.
- Office space in Crystal City is identified.
- Apportionment and transfer of funds appropriated to SIGAR is successfully negotiated.
- Agreement is reached with the Center for Contracting Excellence (CCE) for SIGAR support.
- SIGAR budget sub-accounts are created.
- Contract is initiated for support services.

- Work on SIGAR Website and network is initiated.
- Hiring packets are processed on first four government employees.
- Requests are prepared to obtain Government Purchase Card, vehicle, and parking space.

Hours of Reimbursable Support Provided: 156

HIGHLIGHTS: SEPTEMBER 2008

- Account is established for initial funding of \$2.4 million. Coordination is initiated with State Foreign Operations Subcommittee, OSD Comptroller's Office, and Department of State on an additional \$9 million received in Public Law 110-329.
- Numerous meetings are held with congressional committees to discuss SIGAR's funding needs.
- Initial IT work and provisioning of new offices is completed.
- Numerous issues with new facility are resolved.
- Work on SIGAR Website and network continues.
- Hiring packets are processed for six employees.
- Travel support is provided for the SIGAR's first trip to Afghanistan.
- CIO travels to Afghanistan to help establish forward operations.
- Rental vehicle, Government Purchase Card, and Blackberries are obtained.
- Work is initiated to establish SIGAR logo.
- First group of contractors is processed.

Hours of Reimbursable Support Provided: 405

HIGHLIGHTS: OCTOBER 2008

- Work continues on IT modifications in new quarters.
- Database is created for personnel and contractor information.
- SIGAR Website is launched.
- Mailboxes are created for Congressional and Public Affairs.
- Spend plans are developed to facilitate apportionment of FY09 funds by OMB.
- Coordination with State Department and WHS begins on issues related to set up of accounts.
- Equipment requirements are developed and orders are placed.
- Assistance is provided with preparation of congressional mailing lists for Quarterly Report distribution.
- Meetings are held with Government Printing Office to plan for Quarterly Report publication.
- Support of human resources (hiring, security clearances, and travel), procurement and contracting, budget, and IT continues.

Hours of Reimbursable Support Provided: 306

HIGHLIGHTS: NOVEMBER 2008

- Several key staff positions are filled - Senior Budget Officer, Legislative Affairs Director, and General Counsel.
- Issue regarding payment code for purchase of information technology equipment is resolved. IT acquisitions are proceeding.
- Work continues with State Department to determine costs for forward support under International Cooperative Administrative Support Services (ICASS).
- Interagency transfer of FY09 funding in the amount of \$9 million is accepted and set up of reimbursable accounts is initiated.
- Request package is prepared and submitted to CCE for issuance of solicitation for services to support SIGAR's Quarterly Report process.
- Draft of Memorandum of Understanding between SIGAR and Department of Army is prepared.
- Support of human resources (hiring, security clearances, and travel), procurement and contracting, budget, and IT continues.

Hours of Reimbursable Support Provided: 207

HIGHLIGHTS: DECEMBER 2008

- Process is initiated to transfer financial reports, hard-copy/electronic documentation, and status of all current issues to SIGAR's incoming Budget Officer.
- Work proceeds with Senate State Foreign Operations Appropriations committee to address issues related to FY09 funding shortfall.
- Work continues on SIGAR hotline. Toll free number is obtained. Proofs of poster design are under review.
- Information is provided on setting up Agency policies, including electronic copies of all SIGIR policies and related documents.
- Documents are prepared to renew support services contract.
- Support of human resources (hiring, security clearances, and travel), procurement and contracting, and IT continues.
- Budget functions begin to transfer.

Hours of Reimbursable Support Provided: 194

HIGHLIGHTS: JANUARY 2009

- Recruitment and staffing accelerates, with candidates selected for several key positions.
- Processing of numerous hiring packages and security clearances continues.
- Work continues on establishing the SIGAR hotline including obtaining an international toll-free number.
- Work continues on SIGAR/Army MOU.
- Information is provided regarding the Iraq Inspectors General Council.

- Assistance is provided with numerous facility issues.
- Potential expansion space in Crystal City is identified.
- Assistance is provided to set up Agency records management program.
- Antiterrorism level 1 training is conducted.
- Support of human resources (hiring, security clearances, and travel), procurement and contracting, and IT continues.
- Assistance is provided as budget functions transfer.

Hours of Reimbursable Support Provided: 223

HIGHLIGHTS: FEBRUARY 2009

- Planning continues for expansion of office space in Crystal City.
- Hotline number and voicemail begin working with both local and toll free access. SIGIR hotline staff is handling incoming calls.
- Research begins on ramifications of combining SIGAR and SIGIR investigations information in NASA SORS database.
- Requirements are prepared for satellite imagery.
- Plans are completed for detailing SIGIR Auditors to support SIGAR audit activities in Afghanistan.
- Support of human resources (hiring, security clearances, and travel), procurement and contracting, and IT continues.
- Transition of budget functions is completed.

Hours of Reimbursable Support Provided: 263

HIGHLIGHTS: MARCH 2009

- Three SIGIR Auditors are detailed to Afghanistan to support audit work.
- Planning and coordination for expansion space continues.
- Support of procurement and contracting, and IT continues.
- Support of human resources (hiring, security clearances, and travel) continues with some functions beginning to transfer.
- SIGIR hotline staff continues to handle calls to SIGAR.

Hours of Reimbursable Support Provided: 447

Hours of Detailed Support Provided: 378

HIGHLIGHTS: APRIL 2009

- SIGIR AIG-Investigations provides recommendations on SIGAR investigative program.
- SIGIR Senior Contract Specialist chairs Source Selection Board for award of QR contract.
- Operations Officer is detailed to Afghanistan to support forward operations.
- Three SIGIR Auditors continue on detail in Afghanistan.
- Planning and coordination for expansion space continues.

- Support of procurement and contracting, and IT continues.
- Support of human resources (hiring, security clearances, and travel) continues. Training of counterparts and transfer of some functions continues.
- SIGIR hotline staff continues to handle calls.

Hours of Reimbursable Support Provided: 236

Hours of Detailed Support Provided: 839

HIGHLIGHTS: MAY 2009

- SIGAR/SIGIR MOU is extended.
- Contract is awarded for support of SIGAR's Quarterly Report.
- Fourth SIGIR Auditor is detailed to Afghanistan.
- Operations Officer continues on detail in Afghanistan.
- Support of procurement and contracting, and IT continues.
- Support of human resources (hiring, security clearances, and travel) continues. Training of counterparts and transfer of some functions continues.
- SIGIR hotline staff continues to handle calls.

Hours of Reimbursable Support Provided: 162

Hours of Detailed Support Provided: 1,004

HIGHLIGHTS: JUNE 2009

- Information is provided to SIGAR Investigations regarding authorities in US and overseas, including United States Marshal Service deputization, case documentation, and software support for investigations.
- Counterpart briefings are provided to SIGAR's new engineer, imagery analyst, and hotline analyst.
- Three SIGIR Auditors and Operations Officer continue on detail; one Auditor completes detail assignments.
- Some support of human resources (hiring, security clearances, and travel) continues. Training of counterparts and transfer of functions is almost complete.
- Procurement and contracting support, and IT support, continues.
- Staffing of hotline continues, while transfer of functions begins.

Hours of Reimbursable Support Provided: 176

Hours of Detailed Support Provided: 716

HIGHLIGHTS: JULY 2009

- HR and payroll functions are fully transitioned to SIGAR staff. Assistance continues regarding a few issues.
- Transitioning continues to transfer procurement and contracting support and IT support.
- Transition of hotline support is completed.
- Two Auditors complete detail assignments. One Auditor and Operations Officer continue on detail to SIGAR.

Hours of Reimbursable Support Provided: 78

Hours of Detailed Support Provided: 384

HIGHLIGHTS: AUGUST 2009

- Transition of all support functions is completed on August 15.
- One Auditor and the Operations Officer remain on detail.

Hours of Reimbursable Support Provided: 48

Hours of Detailed Support Provided: 329

HIGHLIGHTS: SEPTEMBER 2009

- Operations Officer completes detail on September 13.
- Auditor completes detail on September 30.

Hours of Reimbursable Support Provided: 0

Hours of Detailed Support Provided: 240

TOTAL SIGAR SUPPORT HOURS

	Hours	Cost
Reimbursable Support Provided	2,901	\$154,430
Detailed Support Provided	3,890	\$411,054
TOTAL	6,791	\$565,484