



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Office of Inspector General**  
Washington, D.C. 20230

November 3, 2011

**MEMORANDUM FOR:** Francisco J. Sanchez  
Under Secretary for International Trade

Suresh Kumar  
Assistant Secretary for Trade Promotion and  
Director General of the U.S. & Foreign Commercial Service

**FROM:** Ron Prevost   
Assistant Inspector General for Economic and Statistical Program  
Assessment

**SUBJECT:** Review of the U.S. Export Assistance Centers

As part of our FY 2012 audit and evaluation plan, we will conduct a review of the U.S. & Foreign Commercial Service's (CS's) network of U.S. Export Assistance Centers. Our objectives are 1) evaluate whether CS's allocation of domestic resources meets its mission and goals, 2) assess CS's level of cost recovery for its products and services, and 3) determine the extent to which the level of coordination between the USEACs and other U.S. Government agencies and non-federal entities, such as state and local governments and non-governmental organizations, is sufficient to meet the Administration's priorities with respect to the National Export Initiative.

As a first step in our review, we will contact your audit liaison to schedule an entrance conference. In the meantime, if you have any questions, please contact Carol Rice, Division Director for Statistical Programs, at (202) 482-6020 or Eleazar Velazquez, Senior Program Analyst and Project Leader for this review, at 202-482-0744.

**Cc:** Michelle O'Neill, Deputy Under Secretary  
Ambassador Charles A. Ford, Deputy Director General  
Anne Grey, National Director  
Brian Mahoney, ITA Audit Liaison