




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

October 14, 2010

MEMORANDUM FOR: Helen Hurcombe
Senior Procurement Executive and Director, Office of Acquisition
Management

FROM: Ann C. Eilers 
Principal Assistant Inspector General for Audit and Evaluation

SUBJECT: Notification Regarding Audit of the Department of Commerce's
Acquisition Workforce

We are initiating an audit of the Department of Commerce's acquisition workforce. This audit is part of our risk-based oversight strategy developed to help the Department address management challenges in its acquisition function.

In recent years, concern over the availability of acquisition professionals in sufficient numbers to provide effective contract management has been recognized as a significant government-wide challenge. In an October 2009 memorandum, the Office of Federal Procurement Policy required agencies to prepare acquisition human capital plans to reflect specific hiring and training needs and serve as a component of the agency's budget preparation. These plans were due in March 2010 and annually thereafter.

Our audit objective is to assess the adequacy of Commerce's plan for determining its acquisition workforce needs and its progress in implementing actions to address those needs. Specifically, our audit will assess how the Department (1) determined and identified the required skills and competencies needed for its current and future acquisition workforce; (2) addressed gaps in hiring and developing its acquisition workforce; and (3) identified the programs, policies, and practices needed to ensure an adequate workforce.

We will contact the audit liaison to arrange an entrance conference. Should you have any questions regarding this audit, please contact me at (202) 482-2754 or Mark Zabarsky at (202) 482-3884.

cc: Trudy Gallic, Audit Liaison, Office of Secretary
Virna L. Evans, Director, Acquisition Workforce and Policy Division