



January 30, 2025

**MEMORANDUM FOR:** Stephen Kunze  
Senior Advisor, performing the non-exclusive functions and duties  
of the Chief Financial Officer and Assistant Secretary for  
Administration  
U.S. Department of Commerce

**FROM:** Frederick J. Meny, Jr.  
Assistant Inspector General for Audit and Evaluation

**SUBJECT:** Audit of BAS System Implementation for the Census Bureau  
(#2025-510)

We are initiating an audit of the Business Applications Solution (BAS) program. Our objective is to assess the Department's efforts to transition Census Bureau financial operations to BAS.

We plan to begin this work immediately. We will contact your audit liaison to schedule an entrance conference, at which time we will discuss the specific nature of our audit with you, including our objective and scope, time frames, and any potential requests for data. If you have any questions about this audit, please contact me at (202) 793-2938 or Kevin Ryan, Director for Audit and Evaluation, at (202) 750-5190.

Thank you in advance for your cooperation.

cc: Teresa Coppelino, Director and BAS Program Manager, Office of Financial Management Systems

Jon Alexander, Deputy Director and BAS Deputy Program Manager, Office of Financial Management Systems

Lindsay Hochberg, Supervisory Program Analyst and BAS Project Manager, Office of Financial Management Systems

Mark B. Daley, Deputy for Programs and Analysis, Office of Acquisition Management

Ron S. Jarmin, Deputy Director and Chief Operating Officer, Census Bureau

Craig Burkhardt, Deputy Under Secretary for Commerce and Deputy Director performing the non-exclusive functions and duties of Acting Under Secretary and Acting Director, NIST

Vice Admiral Nancy Hann, Deputy Under Secretary for Operations, performing the nonexclusive functions and duties of the Under Secretary for Oceans and Atmosphere and NOAA Administrator, NOAA