



August 29, 2022

MEMORANDUM FOR: Jeremy Pelter
Acting Chief Financial Officer and Assistant Secretary for
Administration, Office of the Chief Financial Officer
U.S. Department of Commerce

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

SUBJECT: Audit of the Department's Implementation of the Business
Applications Solution Program (#2022-437)

We are initiating an audit of the U.S. Department of Commerce's (the Department's) Business Applications Solution (BAS) program. Our objective is to assess the Department's progress in managing and implementing the BAS program.

We plan to begin this work immediately. We will contact your audit liaisons to schedule an entrance conference, at which time we will discuss in further detail the specific nature of our project—including our objectives and scope, time frames, and potential data needs.

If you have any questions about this audit, please contact me at (202) 793-2938 or Kevin Ryan, Director for Audit and Evaluation, Systems Analysis and NOAA Programs, at (202) 695-0791.

We thank you in advance for your cooperation during this effort.

cc: MaryAnn Mausser, Audit Liaison, Office of the Secretary
Mark B. Daley, Deputy for Acquisition Program Management, Office of the Secretary
Rehana Mwalimu, Risk Management Officer and Primary Alternate Department GAO/OIG Liaison, Office of the Secretary
Steve Kunze, Deputy Chief Financial Officer and Director for Financial Management, Office of Financial Management
Teresa Coppelino, Director and BAS Program Manager, Office of Financial Management Systems, Office of the Secretary
Jon Alexander, Deputy Director and BAS Deputy Program Manager, Office of Financial Management Systems, Office of the Secretary
Lindsay Hochberg, Supervisory Program Analyst and BAS Project Manager, Office of Financial Management Systems, Office of the Secretary