



August 30, 2022

**MEMORANDUM FOR:** Kathi Vidal  
Under Secretary of Commerce for Intellectual Property  
and Director of the United States Patent and Trademark Office

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

**SUBJECT:** Audit of USPTO's Acquisition Practice (#2022-438)

We are initiating an audit of United States Patent and Trademark Office's (USPTO's) acquisition practices. Our objective is to determine whether USPTO's processes and activities for acquisition planning are effective and consistent with established practices, procedures, and regulations.

We plan to begin this work immediately. We will contact your audit liaison 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 Amni Samson, Director for Audit and Evaluation, Intellectual Property, at (202) 793-3324.

Thank you in advance for your cooperation.

cc: Derrick Brent, Deputy Director, USPTO  
Andrew I. Faile, Acting Commissioner for Patents, USPTO  
David L. Berdan, General Counsel, USPTO  
Jay Hoffman, Chief Financial Officer, USPTO  
Sean Mildrew, Deputy Chief Financial Officer and Audit Resolution Officer, USPTO  
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