

UNITED STATES GOVERNMENT

UNCLASSIFIED

Memorandum

TO : Mr. Richard Palmer - ADDP

DATE: November 21, 1968

FROM : Robert B. Curtis - CONT

SUBJECT: Assuring Effective Action on Mission-Issued Audit Reports

1. Implementation action for Recommendation No. 2 of USAID/ Brazil Audit Report No. 22/68 dated June 20, 1968 was assigned to the Office of the Director of Mission. Mr. Van Dyke, however, in his letter of June 28, 1968 to the USAID Controller, stated that he had assigned responsibility for the implementation of Recommendation No. 2 to ADDP.
2. We have had no response from ADDP as to the implementation action taken on the recommendation.
3. Agency regulations require the USAID to report to AID/W semi-annually, the full details of the circumstances surrounding recommendation which remain uncleared six months after issuance of audit reports.
4. In addition, the attached airgram requires the Mission Director, during the first week of January 1969, to despatch a personal message to his Regional Assistant Administrator explaining the nature of any audit recommendation he has on the books on December 31 which have been outstanding for more than six months. The Mission Director's letter should indicate the action being taken and the estimated date of clearance.
5. Please furnish for our evaluation information as to the action your office has taken to implement the recommendation so that we may determine the current status of the recommendation.

Attachment: AIDTO Circ A-155 dated October 22, 1968.

CC: DOM-William A. Ellis
DDOM- Herman Kleine

