



United States Department of Agriculture  
Office of Inspector General

Office of Inspector General

# Annual Plan

October 1, 2010-September 30, 2011



Fiscal Year 2011

# Highlights of Office of Inspector General (OIG) Plans for Fiscal Year 2011

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**GOAL 1** Strengthen USDA's ability to implement safety and security measures to protect the public health as well as agricultural and Departmental resources.

- Conduct audits to ensure that USDA food safety and inspection programs effectively meet program objectives.
- Investigate smuggling of animals, animal products, plants, and plant products.
- As mandated by the 2008 Farm Bill, continue to monitor the Food Safety and Inspection Service's implementation of provisions related to State inspection programs.
- As part of the American Recovery and Reinvestment Act of 2009 (Recovery Act), perform a follow-up audit of the rehabilitation of flood control dams.
- Continue to enhance OIG's Emergency Response Program.
- Investigate threats involving the safety of meat, poultry, and egg products to protect the public from food tampering and tainted food.
- Investigate allegations of criminal activity in the National Organic Program.

**GOAL 2** Reduce program vulnerabilities and strengthen program integrity in delivering benefits to individuals.

- Conduct audits related to nutrition, farm programs, and rural communities to determine if entitlements and benefits are effectively directed based on eligibility. This includes audits performed in compliance with the Recovery Act.
- Assess the effectiveness and propriety of USDA's emergency disaster relief and assistance.
- Review USDA's mandated reports as required by both the Executive Order 13520, and the Improper Payments Elimination and Recovery Act of 2010.
- Investigate allegations of criminal activity in farm, nutrition assistance, and other USDA programs.
- Monitor efforts and investigate allegations of criminal activity pertaining to USDA programs, including Recovery Act and Disaster funds.

**GOAL 3** Support USDA in implementing its management improvement initiatives.

- Perform mandated FY 2010/2011 financial statement audits of six USDA agencies and the Department as a whole.
- Evaluate the adequacy and security of information technology (IT) systems and applications.
- Monitor and evaluate controls established by USDA to ensure funds transferred from the U.S. Agency for International Development under Section 632(a) of the Foreign Assistance Act of 1961 are properly used.
- Carry out oversight responsibilities under the Recovery Act.
- Investigate allegation of significant criminal activity by USDA employees.
- Investigate whistleblower allegations as required by the Recovery Act.

**GOAL 4** Increase the efficiency and effectiveness with which USDA manages and exercises stewardship over natural resources.

- Determine if the Forest Service (FS) is properly obtaining rights-of-way and easements necessary to manage Federal lands and is granting and modifying these easements in accordance with applicable laws.
- Determine if FS has controls in place to ensure that program objectives and program participants meet requirements to receive Recovery Act funds for capital improvement and maintenance plans.
- Determine whether eligibility and program requirements were met by those who received Recovery Act funds for hazardous fuels reduction and ecosystem restoration on non-Federal lands.
- Investigate allegations of significant criminal activity in programs involving the management and stewardship of natural resources.

**GOAL 5** Strive for a highly qualified, diverse workforce that has the tools and training necessary to enhance OIG's ability to fulfill its mission and communicate its accomplishments.

- Provide "The Nuts and Bolts of Supervision: A Primer for Non-Supervisory Employees" to GS-12 staff and above who are not supervisors.
- Solicit new employee feedback through a *New Employee Survey* within 6 weeks of employment.
- Issue OIG's formal IT security briefing to the Chief Information Officer (CIO).
- Improve internal and external response times to security incidents.
- Submit budget and accounting information, and regular reports to the Office of the Chief Financial Officer (OCFO) and the National Finance Center (NFC).
- Submit Equal Employment Opportunity (EEO) Counselor's Report to the EEO office within 15 days after completing the counseling period.

# Message from the Inspector General

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I am pleased to present the USDA OIG Annual Plan for fiscal year (FY) 2011. This document describes how OIG will achieve its mission of promoting economy, efficiency, effectiveness, and integrity in the delivery of USDA programs. In setting our goals and objectives, our annual plan is aligned with both the OIG Strategic Plan for FY 2010-2015, and the USDA Strategic Plan FY 2010-2015. The American Recovery and Reinvestment Act (Recovery Act) of 2009 continues to heavily influence this year's plan because it gives OIG specific responsibilities for audit and investigative oversight of USDA programs and activities funded through the Act.

In February 2009, when the Recovery Act became law, OIG realigned its annual plan and swiftly redirected its resources to begin conducting audits and investigations to ensure that we had timely and effective oversight of funds provided under the Act for USDA's programs. We immediately initiated work in a number of areas, including quick-turnaround reviews that examined USDA agencies' internal control systems and fraud awareness briefings tailored to the Recovery Act. In FY 2011, we estimate that we will use nearly 20 percent of our audit resources and 5 percent of our investigative resources for Recovery Act oversight.

Also, as mandated by the 2008 Farm Bill, we continue to monitor how the Food Safety and Inspection Service (FSIS) implements provisions related to State meat inspection programs. Once relevant regulations are in place, we will initiate an audit to determine if they are being followed.

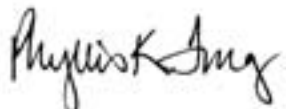
In November 2009, the President issued Executive Order (E.O.) 13520 to help Federal agencies reduce and prevent improper payments through increased transparency and improved accountability. This order requires Federal agencies with high-priority or risk-susceptible programs to monitor them; make specific officials accountable for improper payments and for establishing goals to reduce them; issue an annual Accountable Official report; and report high-dollar improper payments on a quarterly basis to the appropriate Inspector General (IG). IGs are required to review the reports and provide recommendations, if any, for modifying the agency's internal controls, methodology, and plans to reduce and remediate improper payments. We are currently reviewing the first of USDA's annual and quarterly high-dollar improper payment reports.

In addition, on July 22, 2010, the President signed the Improper Payments Elimination and Recovery Act of 2010 (P.L. 111-204), a bill to amend the IPIA of 2002. The Act expands the requirements for identifying programs and activities susceptible to improper payments by requiring the head of each Federal agency to review and identify agency programs and activities that may be susceptible to significant improper payments. Agencies must perform their first review in the year after the Act was signed, and then conduct at least one every 3 fiscal years thereafter. The Act also requires Inspectors General to determine if their respective Federal agencies are complying with its requirements and to report accordingly each fiscal year to the heads of the agencies. In addition to our work on E.O. 13520, in 2011 our work will take into account the new requirements of this new Improper Payments Act.

To provide economic support for reconstruction projects in Pakistan and Afghanistan, the U.S. Agency for International Development (USAID) will transfer approximately \$180 million to USDA under Section 632(a) of the Foreign Assistance Act of 1961. These funds will be used to improve the countries' agricultural production and marketing. The Act requires OIG to conduct periodic program and financial audits of these funds, and we will also monitor and evaluate USDA's control over them.

In addition, the Disaster Relief and Recovery Supplemental Appropriations Act of 2008 entrusted USDA with more than \$400 million. To ensure that these funds are used properly, we are completing our reviews of the Rural Housing Service's (RHS) controls over disaster assistance payments; the Natural Resources Conservation Service's (NRCS) administration of the Emergency Watershed Protection Program; and the Farm Service Agency's (FSA) administration of the Emergency Conservation Program. As disaster relief circumstances warrant, we may undertake more work.

Based on OIG's continuing commitment to our strategic goals, adapted to respond to key developments and carry out new and ongoing responsibilities, we present this annual plan for FY 2011. We look forward to continuing to work productively with Congress and the Secretary to promote the effective delivery of USDA programs.



**Phyllis K. Fong**  
Inspector General

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# Introduction

The United States Department of Agriculture (USDA), Office of Inspector General's (OIG) Strategic Plan for fiscal year (FY) 2010-2015 establishes our mission, vision, and goals for 5 years. OIG is committed to providing a positive return on the U.S. taxpayers' investment by planning our work to address issues of the greatest importance and achieve the most significant results.

When passed in February 2009, the American Recovery and Reinvestment Act of 2009 (Recovery Act) significantly affected USDA's programs and increased OIG's oversight responsibilities. USDA received \$28 billion in Recovery Act funding in a number of areas, including: farm loans, watershed programs, supplemental nutrition assistance, housing, rural business, water and waste disposal, broadband, infrastructure improvements and maintenance, and wildland fire management. OIG became responsible, in addition to continuing to conduct other audits and investigations, for ensuring timely and effective oversight of how USDA programs use Recovery Act funds. To accomplish this, the Act provided OIG with \$22.5 million.

We immediately began working with USDA, the wider IG community, the Government Accountability Office (GAO), and the Recovery Accountability and Transparency Board (Recovery Board) to carry out oversight responsibilities. Our oversight plan includes proactive, short-term, and long-term audit and investigative work.<sup>1</sup>

OIG has completed audit reports assessing USDA agencies' Recovery Act program guidance, internal controls, eligibility criteria, and compliance activities. We describe the results of the audits we have published on these issues in our semiannual reports to Congress.<sup>2</sup>

In FY 2011, OIG investigations staff will continue to promptly process all allegations regarding Recovery Act improprieties that are reported to our hotline and will investigate allegations of significant criminal violations as warranted. In addition, we will continue our outreach and training efforts to increase awareness of the potential for Recovery Act fraud involving USDA programs. We will also ensure that Federal, State, and local agencies know our role in investigating such fraud.

This annual plan presents the FY 2011 work that USDA OIG intends to undertake in support of our current strategic plan and in accordance with our Recovery Act responsibilities.

## Resources and Organization

We assessed the work for this annual plan relative to the resources available to accomplish it. Appendix B describes our current organizational structure and functional responsibilities.

## FY 2011 Work Plan

A summary of the work we plan in support of our FY 2011 strategic goals follows.

### **Goal 1 – Strengthen USDA's ability to implement safety and security measures to protect the public health as well as agricultural and Departmental resources.**

We expect to use approximately 13.2 percent of our audit and 15 percent of our investigative resources in achieving this goal.<sup>3</sup> Our focus includes investigating threats to the food supply, the agricultural sector, USDA employees, and national security. Our audit focus includes assessing management control systems designed to ensure that the Department is effectively protecting the consumer and the Nation's agricultural resources. Our audit work will also concentrate on homeland security and continue to evaluate the Department's coordination and communication of increased security controls both internally and across Federal Departments. For FY 2011, our priorities include:

- Determine if commodities covered under new labeling regulations (2009) indicate the country of origin as required. We will also evaluate the adequacy and consistency of the oversight provided by Agricultural Marketing Service (AMS) personnel to ensure these requirements are met.
- Assess how the National Organic Program (NOP) determines which non-organic substances to permit in USDA's certified organic products. We will also evaluate whether or not non-organic substances that are permitted should be prohibited.
- Investigate allegations of criminal activity in the NOP.
- Evaluate AMS' controls to ensure that: new NOP regulations (2010) on organic milk are properly implemented; certifying agents are complying with all NOP regulations; certified organic milk producers are meeting requirements; and dairy processors are not mixing organic and non-organic milk.

<sup>1</sup>Our oversight plan is available online at <http://www.usda.gov/oig/recovery/OIGSTIMULUSPLAN.pdf>

<sup>2</sup>The Recovery Act reports are available through our Web site and the Recovery Board's <http://www.usda.gov/oig/recovery/index.htm> and <http://www.recovery.gov/Pages/home.aspx>

<sup>3</sup>All OIG teams contribute to each goal, but we can currently only quantify and project the audit and investigation resources employed.

- As mandated by the 2008 Farm Bill, continue to monitor how the Food Safety and Inspection Service (FSIS) implements new and ongoing provisions related to State inspection programs.
- Evaluate FSIS' imported meat and poultry product controls. Specifically, we will examine how the agency determines that exporting countries' food safety systems match and how it ensures that the safety systems continue to be equivalent to U.S. standards. We will also review FSIS' re-inspections at U.S. ports.
- Investigate animal, animal product, plant, and plant product smuggling that can introduce devastating diseases and pests into American agriculture.
- Determine if FSIS has controls sufficient to ensure that recent changes made to its methodology are being followed, including how meat samples are collected and analyzed at slaughter and processing plants, and if these changes will enable the agency to identify *Escherichia coli* bacteria before a recall becomes necessary.
- Investigate threats involving the safety of meat, poultry, and egg products to ensure that timely response and appropriate corrective actions are taken to protect the public from food tampering or tainted food.
- Follow up on the corrective actions FSIS took in response to OIG's audit initiatives in FY 2007 and 2008. These include recommendations for improvements in: the agency's information system management controls; staffing, training, and supervising in-plant inspectors; overseeing the Humane Methods of Slaughter Act; and removing specified-risk materials.
- Complete our review of the Food Emergency Response Network's ability to handle significant food threats at the local, State, and Federal levels.
- Respond to national emergencies affecting American agriculture.
- Follow up on prior audits on select agents and toxins to determine if Animal and Plant Health Inspection Service has implemented corrective actions to ensure compliance with regulations pertaining to the Public Health Security and Bioterrorism Act of 2002.
- Determine if the security over remote access to USDA's information systems complies with the National Institute

of Standards and Technology's guidelines.<sup>4</sup> We will identify which agencies have effectively implemented remote access programs and ascertain how access is secured.

- Coordinate with the Federal Bureau of Investigation's Joint Terrorism Task Forces to support ongoing investigations that are working to identify and combat domestic and international terrorism.
- Focus on OIG's efforts to prevent agro-terrorism and to coordinate better with domestic and international partners.
- Enhance OIG's Emergency Response Program, including the Emergency Response Team and the Wildland Fire Investigations Team, through outreach to Federal, State, and local agencies and increased use of the response team in regional investigations.
- Protect USDA employees and facilities from security and safety threats, including investigations of Forest Service (FS) firefighter deaths and violent assaults on employees.

Specific Recovery Act work we are conducting includes the following:

- Determining whether sponsors of projects to rehabilitate flood control dams are following Recovery Act requirements for issuing contracts, monitoring projects, and reporting their use of funds to the Recovery Board.
- Promptly investigating whistleblower complaints that involve Recovery Act funds and alleged health, safety, or security threats.

## **Goal 2 – Reduce program vulnerabilities and strengthen program integrity in the delivery of benefits to individuals.**

We expect to use approximately 27.5 percent of our audit and 72 percent of our investigative resources to accomplish this goal. Our investigative focus includes threats to the integrity and effectiveness of USDA's benefits programs. Our audit focus includes continuing to assess internal control systems and to identify risk indicators that will increase both OIG's and USDA's ability to detect and prevent program abuse and criminal activity. Our FY 2011 priorities include:

- Evaluate NRCS' controls over the Farm and Ranch Lands Protection Program to ensure that land easements are properly appraised and that the land is used for agriculture.

<sup>4</sup>Special Publication 800-46.



- Continue to assess USDA's compliance with pertinent requirements when providing emergency relief and disaster assistance.
- Investigate allegations of criminal activity in USDA's disaster relief and assistance programs (e.g., crop insurance, indemnity payments, grants and loans, etc.).
- Match the Social Security Administration's list of deceased individuals' Social Security numbers and names to USDA's databases to ensure that the Department's benefits are being delivered appropriately.
- As mandated by E.O. 13520, and the Improper Payments Elimination and Recovery Act of 2010, review USDA agencies' reports related to their methodologies and plans to reduce improper payments.<sup>5</sup> Assess the level of risk associated with high-priority programs and determine the extent of oversight warranted.
- Determine whether changes were made to FSA handbooks to implement the 2008 Farm Bill's payment limitation provisions.
- Investigate allegations of criminal activity in farm programs, including the crop insurance and farm loan programs.
- Evaluate the Biomass Crop Assistance Program—newly established by the Food, Conservation, and Energy Act of 2008—to review eligibility and selection criteria and contract compliance.
- Complete our assessment of the Risk Management Agency's (RMA) oversight of approved insurance providers' (AIP) quality control reviews.
- Determine if RMA and AIPs have adequate controls to ensure that excessive or inconsistent crop yields are correctly detected, verified, and—if necessary—reduced without later being restored to their previous levels.
- Evaluate the adequacy of RMA's controls to prevent and minimize improper payments and illegitimate claims of prevented planting. Our review will determine if producers continually claim prevented planting losses and if they select additional prevented planting coverage in anticipation of such losses.
- Complete our audit to determine if borrowers complied with regulations and loan agreements laying out RHS' requirements for inspecting and maintaining rental housing.

- Investigate potential fraud in USDA programs that provide support to rural areas, including Rural Development's housing and utility programs and programs providing direct and guaranteed loans and grants for rural businesses and community development.
- Complete our evaluation of data collected by the National Agricultural Statistics Service in terms of their reliability, accuracy, and usefulness for USDA's agencies and programs.
- Complete our audit to evaluate corrective actions that the Food and Nutrition Service (FNS) has taken in response to recommendations made in OIG's 1999 consolidated audit of Child and Adult Care Food Program abuses.
- Evaluate vendor monitoring under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) to assess implementation of new regulations and corrective actions regarding improper payments.
- Investigate alleged criminal activity in food and nutrition programs, including the Supplemental Nutrition Assistance Program (SNAP) and its Electronic Benefits Transfer (EBT) delivery system, WIC, and the National School Lunch Program.<sup>6</sup>

Specific Recovery Act work we are conducting includes the following:

- Determine if FSA and applicable States have established controls to ensure that the Aquaculture Grant Program is carried out consistently, equitably, and in compliance with the Recovery Act's oversight and accountability requirements.
- Review supplemental agricultural disaster assistance programs under the Recovery Act to determine if controls are developed and implemented.
- Evaluate FNS' management and oversight of SNAP, the agency's oversight of States' recipient fraud detection, and controls over outsourcing SNAP's customer assistance for EBT.
- Determine if The Emergency Food Assistance Program (TEFAP) administrative cost funds are expended timely and effectively in accordance with the Recovery Act.
- Determine if Trade Adjustment Assistance for Farmers Program funds under the Recovery Act are used for authorized purposes and if assistance results are accurately reported.

<sup>5</sup>Executive Order 13520, "Reducing Improper Payments and Eliminating Waste in Federal Programs," November 23, 2009.  
 "Improper Payments Elimination and Recovery Act." (P.L. 111-204) July 22, 2010

<sup>6</sup>SNAP was formerly known as the Food Stamp Program.

- Evaluate FS' project prioritization and selection; fund disbursement; acquisition and procurement; management monitoring and oversight; and accountability for and reporting on Recovery Act funds.
- Provide oversight and conduct audits of watershed programs funded by the Recovery Act. Two such audit initiatives include the Watershed Protection and Flood Prevention Operations and the Emergency Watershed Protection Program Floodplain Easements.
- Determine if Rural Development's agencies have controls to ensure program objectives and participants meet eligibility requirements for Recovery Act funding. Nationwide audit initiatives include reviewing: rural business enterprise grants program; business and industry guaranteed loan program; single-family housing guaranteed loan program; single-family housing direct loans; and rural community facilities direct loans and grants.
- Evaluate Rural Housing Service's (RHS) Single-Family Housing Guaranteed Loan Program strategies and performance measures—with a focus on how the agency reports Recovery Act jobs created and retained.
- Continue to provide fraud awareness briefings and to distribute literature and OIG Hotline posters that detail how to report Recovery Act-related fraud.
- Identify and investigate potentially fraudulent activity occurring within USDA agencies and programs receiving Recovery Act funding.
- Through our National Computer Forensic Division (NCFD), and in conjunction with audit staff, develop the means of using IT to assist in fraud identification related to these programs.

### **Goal 3 – Support USDA in implementing its management improvement initiatives.**

We expect to use approximately 52.6 percent of our audit and 12 percent of our investigative resources to accomplish this goal. Our audit focus is on improved financial management and accountability, IT security and management, real property management and procurement, renewable energy programs, research, and the Government Performance and Results Act.

Our investigative focus includes allegations involving criminal violations that have employee corruption or fraud implications. Our FY 2011 mandates and priorities include:

- Audit the FY 2010/2011 USDA consolidated financial statements and the financial statements of six stand-alone agencies and entities—i.e., FNS, FS, NRCS, Rural Development agencies, the Federal Crop Insurance Corporation, and the Commodity Credit Corporation.
- Evaluate USDA's succession planning.
- Evaluate the security over USDA's IT resources to ensure that it complies with the Federal Information Security Management Act of 2002.
- Review the National Information Technology Center's and the National Finance Center's general controls to determine if they are in place and operating effectively.
- Assess USDA's controls to track and process civil rights complaints and to determine whether investigation reports and final agency decisions are supported. We will also follow up on relevant recommendations made in prior OIG audits.
- Follow up on our 1998 audit of FAS' procedures and controls over international trade agreements.
- Follow up on our 2006 audit of FAS' food aid grant programs that private voluntary organizations administer. We will also evaluate FAS' internal control structure for ensuring that these voluntary and other non-governmental organizations make proper use of program funds.
- As mandated by Section 632(a) of the Foreign Assistance Act of 1961, monitor and evaluate agreed-upon controls established by USDA to ensure that funds transferred between USAID and the Department are properly used.<sup>7</sup>
- Evaluate FS' controls over fire-fighting cost-share agreements with non-Federal entities; determine if FS implemented the agreements correctly to distribute suppression costs equitably; and test whether reimbursements were properly determined and were consistent with the agreements.
- Review USDA's policies, responsibilities, reporting, oversight, and technical and logistical assistance related to the Department's response to the Deepwater Horizon oil spill in 2010.

<sup>7</sup>USAID will transfer approximately \$180 million to USDA to provide economic support for reconstruction and capacity building in Pakistan and Afghanistan.



- Work closely with the U.S. Computer Emergency Readiness Team and USDA's Cyber Security to investigate unauthorized access to the Department's networks, and to ensure that they continue providing "first-responder" training to agencies' system security engineers so that digital evidence is not compromised when acquired.
- Participate in the national and local procurement fraud task forces that partner with the U.S. Department of Justice and other OIGs.
- Investigate allegations of employee corruption and fraud.

Specific Recovery Act work we are conducting includes the following:

- Ensure USDA agencies receiving funds under the Recovery Act comply with reporting requirements. To accomplish this, we will observe, interview, review, and validate agency information reported on Sharepoint—the Department's Web-based reporting center. We also plan to evaluate whether USDA agencies that procure services and equipment using Recovery Act funds comply with contracting requirements.
- Evaluate Rural Utilities Service controls to ensure that water and waste disposal program objectives are met and that program participants are eligible.
- Review FS' plans to spend additional Recovery Act funds on reducing hazardous fuels.
- Evaluate FS' corrective actions taken in response to recommendations made in Phase I of our report on the Healthy Forests Initiative.
- Determine whether FS' Recovery Act biomass projects met eligibility and program requirements and were completed timely and effectively, and whether the agency can adequately support its reported performance measure achievements in capital improvements and maintenance.<sup>8</sup> We will also determine whether FS complied with Recovery Act funding laws and regulations.
- Promptly input and investigate whistleblower complaints related to Recovery Act funding, and track them through an automated system in order to meet the Act's timeliness requirements.

#### **Goal 4 – Increase the efficiency and effectiveness with which USDA manages and exercises stewardship over natural resources.**

We expect to use approximately 6.7 percent of our audit resources and 1 percent of our investigative resources for Goal 4. Our audit and investigative focus is USDA's management and stewardship of natural resources, such as soil, water, and recreation sites. Our FY 2011 priorities include:

- Complete our review to determine if FS is properly obtaining the rights-of-way and easements necessary to manage Federal land and is properly granting and modifying them.
- Evaluate FS' management of oil and gas resources on National Forest System land. Specifically, assess potential weaknesses we identified when we surveyed the agency's implementation of the National Energy Policy.
- Investigate alleged significant criminal activity in programs related to natural resource management and stewardship.

Specific Recovery Act work we are conducting includes the following:

- Assess FS' controls to ensure that program objectives and participants meet requirements to obtain Recovery Act funds for capital improvement and maintenance. Our audit initiatives include examining how the agency maintains and decommissions roads and trails; remediates abandoned mines; and improves, maintains, and renovates its buildings and recreation sites.
- Determine whether recipients of Recovery Act funds for reducing hazardous fuels and restoring ecosystems on non-Federal lands met eligibility and program requirements, and timely and effectively completed their projects. We will also determine if FS complied with applicable Recovery Act laws and regulations.

<sup>8</sup>Biomass is a renewable energy resource that derives from living and dead organisms, such as wood, waste, and alcohol fuels.

**Goal 5 – Strive for a highly qualified diverse workforce with the tools and training necessary to continuously enhance OIG’s ability to fulfill its mission and communicate its accomplishments.**

For FY 2011, we have expanded our performance measures from 16 to 19 for this goal. Our management focus is on ensuring the readiness of the OIG workforce, timely reporting of information to stakeholders, and satisfying employees’ needs. Our FY 2011 work will include the following:

- Solicit employee feedback through an *Organizational Assessment Survey*.
- Solicit new employee feedback through a *New Employee Survey* within 6 weeks of employment.
- Issue candidate certificates within 5 days of announcement closing date.
- Improve response time for IT help desk requests.
- Develop and deliver timely and informative Semiannual Reports to Congress, OIG Annual Plans, and other OIG publications to stakeholders.
- Provide “The Nuts and Bolts of Supervision: A Primer for Non-Supervisory Employees” to GS-12 staff and above who are not supervisors.
- Report monthly to the Recovery Board on use of Recovery Act funds.
- Issue IG subpoenas in a timely and effective manner.
- Submit budget and accounting information, and regular reports to the Office of the Chief Financial Officer and the National Finance Center.
- Issue OIG’s formal IT security briefing to the OIG Chief Information Officer (CIO) at least three times per quarter.
- Improve internal and external response times to security incidents.
- Submit Equal Employment Opportunity (EEO) Counselor’s Reports to the EEO office within 15 days after completing the counseling period.

# FY 2010 Performance Summary and Results

Our Strategic Plan established a life-cycle approach to our outputs that tracks individual actions at critical milestones to identify the results of our work. We began measuring these results in FY 2004. Since then, we have steadily increased the number of performance measures we track to 28. In FY 2010,

OIG met all applicable target. The following illustrates our FY 2010 results in comparison with our performance targets. (In FY 2011, OIG will keep 21 of our current performance measures and add 9 new ones, bringing next year's total to 30.)

OIG Strategic and Performance Goals and FY 2010 Results	
Strategic Goal	Performance Goals
(1) Safety and Security	Strengthen USDA's ability to implement safety and security measures to protect the public health as well as agricultural and Departmental resources.
(2) Integrity of Benefits	Reduce program vulnerabilities and strengthen program integrity in the delivery of benefits to program participants.
(3) Management Improvement Initiatives	Support USDA in implementing its management improvement initiatives.
(4) Natural Resources	Increase the efficiency and effectiveness with which USDA manages and exercises stewardship over natural resources.
(5) Qualified Diverse Workforce	Strive for a highly qualified diverse workforce with the tools and training necessary to continuously enhance OIG's ability to fulfill its mission and communicate its accomplishments.

Performance Measures	FY 10 Target	FY 10 Actual
(1) OIG direct resources dedicated to critical-risk and high-impact work.	90%	91.8% 91.5% A 92.3% I
(2) Audit recommendations resulting in management decision within 1 year of report issuance.	85%	90.2%
(3) Mandatory and Congressional, Secretarial, and agency-requested audits completed within required or agreed-to timeframes.	90%	100%
(4) Closed investigations that resulted in a referral for action to the Department of Justice, State/local law enforcement officials, or relevant administrative authority.	70%	84.8%
(5) Closed investigations previously referred for action that resulted in an indictment, conviction, civil suit or settlement, judgment, administrative action, or monetary result.	65%	72.8%

Performance Measures (Continued)	FY 10 Target	FY 10 Actual
(6) Positive employee satisfaction rate reported in staff surveys (on a biannual basis; FY 2011 will be the next survey.)	N/A	N/A
(7) Time from receipt of an SF-52 for a standard recruitment action until positions are posted and opened through the automated system averages 3 days.	90%	100%
(8) Time to issue candidate certificates after the closing date of an announcement averages 5 days.	90%	97.8%
(9) All Information Technology Division (ITD) systems including the Local Access Network (LAN), WAN, e-mail, and ARGOS remain operational, excluding planned outages for system maintenance and outages caused by outside factors.	97%	99.9%
(10) *Improve data retention and recovery by consolidating regional servers to KC & DC by at least 25% each quarter of the fiscal year.	95%	100%
(11) *Improve performance of file sharing and printing by implementing a single network operating system in at least 25% of the OIG offices each quarter of the fiscal year.	95%	100%
(12) Monthly Status of Funds Report issued within management timeframes following passage and apportionment of FY appropriations.	90%	100%
(13) Micro-purchases awarded within 3 working days of receipt of approved AD-700.	90%	90.9%
(14) Administrative actions for processing new hires completed within 72 hours after they report for duty.	95%	100%
(15) All OIG public reports meet management and statutory timeframes for publications.	90%	100%
(16) Positive evaluation scores on course evaluation for all EEO training courses.**	75%	N/A
(17) Quality Assurance Review reports issued in final with management response within 60 days.	85%	100%
(18) Quality Assurance Review report recommendations accepted annually.	85%	96.7%
(19) *Total requests from Congress acknowledged either orally or in writing within 10 working days of receipt.	90%	100%
(20) GovTrip non-emergency customer queries will be replied to within 24 hours during the business week.	90%	98.0%
(21) Counsel to the Inspector General issues IG subpoenas within 5 working days upon receipt of complete information for review.	85%	95.9%

\*New performance measure.

\*\*No courses were held this fiscal year.

**Performance Measures for Recovery Act Work**

Work performed under these seven performance measures is also covered under the performance measures listed on the inside back cover of this plan.

**FY 10 Target****FY 10 Actual**

(1) Review internal controls related to individual Recovery Act programs prior to substantial funds being obligated or expended.	75%	78.9%
(2) Notify USDA agency managers of significant audit findings related to Recovery Act Programs along with recommendations for corrective action within 30 days after identification.	80%	83.3%
(3) Respond to Recovery Accountability and Transparency Board-sponsored requests and projects within established schedules or agreed-to timeframes.	85%	100%
(4) Whistleblower retaliation allegations are investigated and reported within 180 days of receipt.	75%	100%
(5) Investigations staff will participate in 10 Outreach/Training meetings each quarter on Recovery Act work.	80%	135%
(6) An investigative determination to accept or decline an allegation of whistleblower retaliation is made within 180 days of receipt.	100%	100%
(7) Monthly reporting to Office of Management and Budget on Recovery Act funds within required deadline.	100%	100%

\* OIG will report on our results against this plan in our Semiannual Reports to Congress.

# Conclusion

Throughout FY 2011, periodic reporting will measure our progress in achieving the performance objectives in this plan. Adjustments may be made to reflect shifting priorities, increased or reduced resources, or other circumstances that may arise.

Every effort was made in developing this annual plan to realistically assess our planned work's strategic alignment and

importance, anticipated outcomes, and resource requirements. We believe it represents a balanced and achievable set of performance objectives for FY 2011.

We will report on our results in our Semiannual Reports to Congress.

# Appendix A

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## Related Materials and Information

**OIG Strategic Plan for FY 2010-2015:**

<http://www.usda.gov/oig/webdocs/OIGStrat2010-2015.pdf>

**USDA Strategic Plan for FY 2010-2015:**

<http://www.ocfo.usda.gov/usdasp/sp2010/sp2010.pdf>

**USDA Major Management Challenges (August 2010):**

<http://www.usda.gov/oig/webdocs/MgmtChallenges2010.pdf>

**OIG American Recovery and Reinvestment Act Recovery Efforts:**

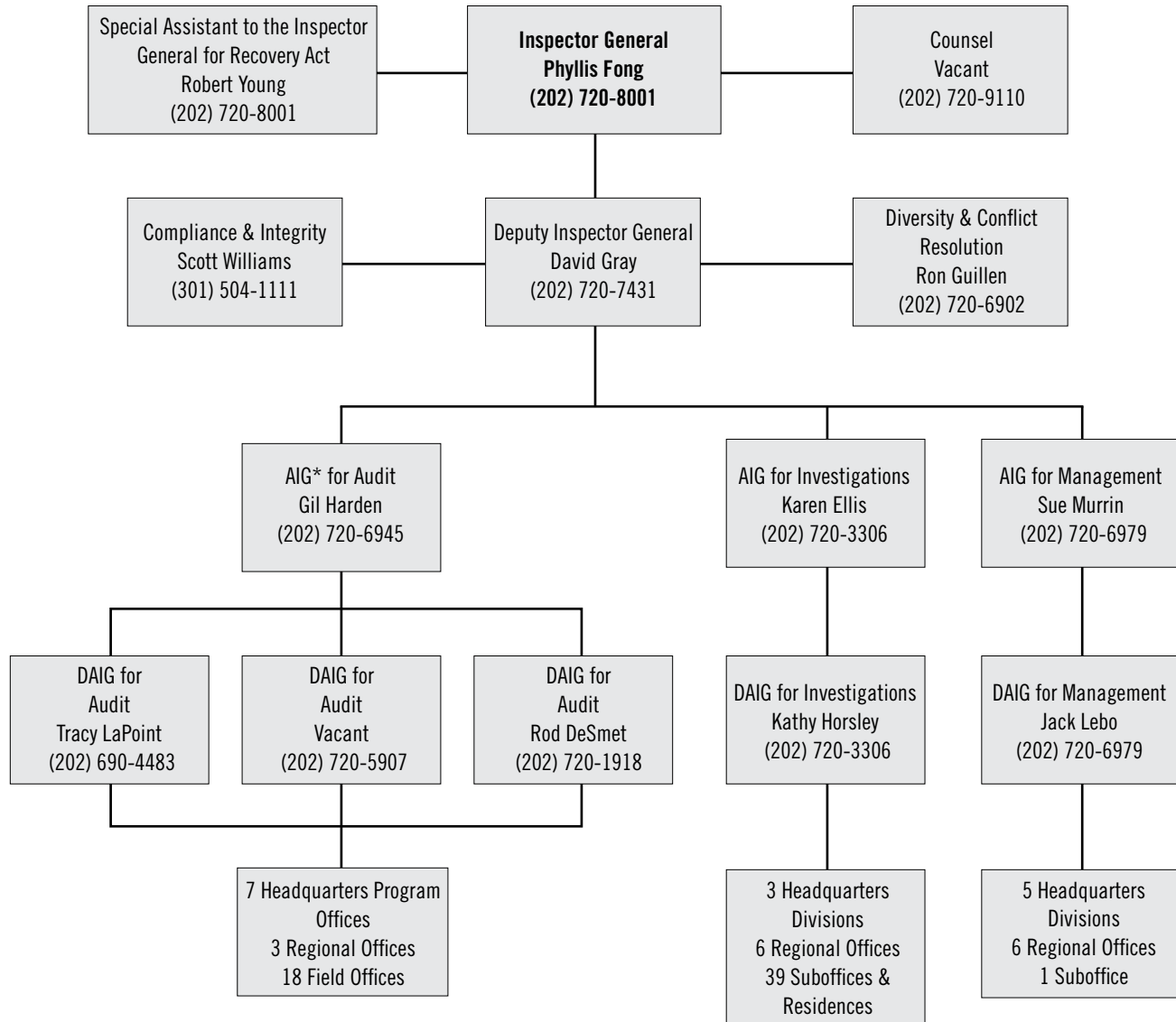
<http://www.usda.gov/oig/recovery/index.htm>



# Appendix B

## Organization Chart and Functional Responsibilities

September 2010



\*AIG-Assistant Inspector General

\*\*DAIG-Deputy Assistant Inspector General

## Areas of Responsibility:

### Audit

The Office of Audit examines the economy and efficiency of USDA programs and operations, including program results, compliance with applicable laws and regulations, and fair presentation of financial reports. Audit also performs data analyses to assist audit teams in identifying early indicators of potential fraud or the need for additional program controls. While the majority of audit work is performed by OIG staff, Audit contracts with certified public accountants for some work and oversees the quality of work done by auditors under contract to other USDA agencies. OIG audits are performed in accordance with *Government Auditing Standards* published by the U.S. Government Accountability Office and in accordance with the professional standards set by the American Institute of Certified Public Accountants.

### Investigations

The Office of Investigations utilizes specific law enforcement authorities, tools, and techniques, including the use of asset forfeiture, to conduct investigations and prevent fraud, waste, and abuse in the programs and operations of USDA. Investigative work is intended to result in appropriate actions to resolve allegations and to prevent and deter future instances of illegal or fraudulent acts or misconduct.

### Counsel

The Office of Counsel (OC) provides legal advice and representation on issues arising during the course of audit, investigative, and inspection activities or administrative and management issues facing OIG. OC also manages OIG's congressional and media relations, ethics, Freedom of Information Act, and Privacy Act programs, and reviews proposed legislation, regulation, and procedures.

### Management

The Office of Management (OM) ensures that OIG staff, budgetary funds, technology and equipment, and policies are in place so that OIG can function efficiently and effectively. Responsibilities include asset management, budget formulation and execution, human resources, cross-OIG workplace training, information technology, and policy preparation for OIG. OM also facilitates OIG's planning activities and prepares cross-cutting documents on OIG accomplishments.

### Compliance and Integrity

The Office of Compliance and Integrity conducts systematic and independent reviews and investigations of operations within OIG. Reviews are generally focused on management and internal controls, and investigations are generally in response to allegations of OIG employee misconduct or mismanagement issues.

### Diversity and Conflict Resolution

The Office of Diversity and Conflict Resolution advises OIG leadership on applying the principles of civil rights, equal employment opportunity, dispute resolution, and affirmative employment regarding matters pertaining to the OIG workforce, program activities, and development of policy. This office also guides employees through the use of the Federal sector employment discrimination complaints and dispute resolution processes, as needed.

# Appendix C

## Distribution of Audit Resources by Agency

FY 2011 PLANNED		
MISSION AREA	AGENCY	%
NATURAL RESOURCES AND ENVIRONMENT – 18.4%	Forest Service (FS)	11.5
	Natural Resources Conservation Service (NRCS)	6.9
FARM AND FOREIGN AGRICULTURAL SERVICES – 12.9%	Farm Service Agency (FSA)	6.6
	Foreign Agricultural Service (FAS)	1.9
	Risk Management Agency (RMA)	4.2
	Commodity Credit Corporation (CCC)	0.2
RURAL DEVELOPMENT – 12.7%	Rural Development (RD)	3.0
	Rural Utilities Service (RUS)	5.6
	Rural Housing Service (RHS)	0.4
	Rural Business-Cooperative Service (RBS)	3.7
FOOD, NUTRITION, AND CONSUMER SERVICES – 11.0%	Food and Nutrition Service (FNS)	11.0
FOOD SAFETY – 5.9%	Food Safety and Inspection Service (FSIS)	5.9

FY 2011 PLANNED		
MISSION AREA	AGENCY	%
MARKETING AND REGULATORY PROGRAMS – 7.1%	Agricultural Marketing Service (AMS)	3.8
	Animal and Plant Health Inspection Service (APHIS)	3.3
	Grain Inspection, Packers and Stockyards Administration (GIPSA)	*
RESEARCH, EDUCATION, AND ECONOMICS – 3.1%	Agricultural Research Service (ARS)	0.4
	National Institute for Food and Agriculture (NIFA)	2.6
	National Agricultural Statistics Service (NASS)	0.1
EXECUTIVE SECRETARIAT AND OTHER ENTITIES – 4.2%	Office of the Chief Financial Officer (OCFO), Office of the Chief Information Officer (OCIO), Office of the Assistant Secretary for Civil Rights (OASCR)	4.2
MULTIPLE AGENCY – 24.7%		24.7

\*No work is scheduled for this agency in FY 2011

# Appendix D

## Distribution of Investigative Resources by Agency

FY 2011 ANTICIPATED		
MISSION AREA	AGENCY	%
NATURAL RESOURCES AND ENVIRONMENT – 7.8%	Forest Service (FS)	4.9
	Natural Resources Conservation Service (NRCS)	2.9
FARM AND FOREIGN AGRICULTURAL SERVICES – 19.6%	Farm Service Agency (FSA)	13.4
	Foreign Agricultural Service (FAS)	1.0
	Risk Management Agency (RMA)	5.2
RURAL DEVELOPMENT – 6.6%	Rural Utilities Service (RUS)	1.6
	Rural Housing Service (RHS)	4.9
	Rural Business-Cooperative Service (RBS)	0.1
FOOD, NUTRITION, AND CONSUMER SERVICES – 48.3%	Food and Nutrition Service (FNS)	48.3
FOOD SAFETY – 3.4%	Food Safety and Inspection Service (FSIS)	3.4
MARKETING AND REGULATORY PROGRAMS – 10.1%	Agricultural Marketing Service (AMS)	1.9
	Animal and Plant Health Inspection Service (APHIS)	8.1
	Grain Inspection, Packers and Stockyards Administration (GIPSA)	0.1
RESEARCH, EDUCATION, AND ECONOMICS – 1.9%	Agricultural Research Service (ARS)	1.8
	National Institute of Food and Agriculture (NIFA)	0.1
OTHER – 2.3%	Departmental Management (DM), Office of the Chief Financial Officer (OCFO), Office of the Chief Information Officer (OCIO), Assistant Secretary for Civil Rights (ASCR), OIG, other	2.3

# Appendix E

## Fiscal Year 2011 Audits Planned and In Process

AGENCY		TITLE	GOAL
AMS		Retailer Handling of Organic Products	Safety and Security
	*	Implementation of Country of Origin Labeling	Safety and Security
		National Organic Program's National List of Allowed and Prohibited Substances	Safety and Security
		Oversight of Procurement of Poultry Products for Federal Feeding Programs	Safety and Security
		USDA's Periodic Residue Testing Program for Organic Products	Safety and Security
		Beef Research and Promotion Board Activities	Improvement Initiatives
	*	Oversight of Federally Authorized Research and Promotion Board Activities	Improvement Initiatives
		National Organic Program – Organic Milk	Safety and Security
		Farmers' Market Promotion Program	Integrity of Benefits
		Application Controls Review of Web-Based Supply Chain Management Information Technology System	Improvement Initiatives
APHIS	*	Follow Up on APHIS' Evaluation of the Implementation of Select Agent or Toxin Regulations	Safety and Security
		Effectiveness of the Plant Pest Program	Safety and Security
		Plant Protection Quarantine Pre-clearance Program	Safety and Security
		APHIS' Ability To Keep Foreign Animal Diseases Out of the United States	Safety and Security
		Agricultural Import Permits	Safety and Security
	*	Effectiveness of the Safeguarding, Intervention, and Trade Compliance Units' Controls To Identify and Prevent Unauthorized Entry of Prohibited Products	Safety and Security
		USDA's Emergency Response Plan for Foot and Mouth Disease	Safety and Security
		Review of APHIS' Bovine Spongiform Encephalopathy (BSE) Maintenance Program Surveillance Efforts	Safety and Security
		APHIS Oversight of Research Facilities	Safety and Security

### NOTES:

**Plus Sign (+)** Denotes Recovery Act work.

**Asterisk (\*)** Denotes work in process – This is carryover work from an assignment initiated in the prior fiscal year.

**Goal 1** **Safety and Security**—Strengthen USDA's ability to implement safety and security measures to protect the public health as well as agricultural and Departmental resources.

**Goal 2** **Integrity of Benefits**—Reduce program vulnerabilities and strengthen program integrity in the delivery of benefits to individuals.

**Goal 3** **Improvement Initiatives**—Support USDA in implementing its management improvement initiatives.

**Goal 4** **Natural Resources**—Increase the efficiency and effectiveness with which USDA manages and exercises stewardship over natural resources

AGENCY		TITLE	GOAL
ARS		Follow Up on ARS Implementation of Controls To Prevent Release of Sensitive Technology	Safety and Security
CCC	*	FY 2010 Commodity Credit Corporation (CCC) Financial Statements	Improvement Initiatives
		FY 2011 CCC Financial Statements	Improvement Initiatives
OCIO		FY 2011 National Information Technology Center – General Controls Review	Improvement Initiatives
		FY 2011 Information Technology Services Select Control Review	Improvement Initiatives
OASCR		Review of USDA's Accountability of Actions Taken on Program Civil Rights Complaints	Improvement Initiatives
FAS		Private Voluntary Organization Grant Fund Accountability	Improvement Initiatives
		USDA Food Aid Coordination and Delivery	Improvement Initiatives
	+	Trade Adjustment Assistance for Farmers' Programs, Phase II	Integrity of Benefits
		Management Oversight and Controls Over the Market Access Program	Improvement Initiatives
FNS	+*	The Emergency Food Assistance Program (TEFAP)	Improvement Initiatives
	+*	Recovery Act Impacts on the Supplemental Nutrition Assistance Program (SNAP), Phase I	Integrity of Benefits
	+	Recovery Act Impacts on SNAP, Phase II	Integrity of Benefits
		School Food Nutrition and Food Safety	Safety and Security
		School Meals	Integrity of Benefits
		Controls Over the Use of SNAP Benefits at Group Homes	Integrity of Benefits
	+*	State Fraud Detection Efforts for SNAP	Integrity of Benefits
	*	Vendor Monitoring in the Special Supplementation Program for Women, Infants, and Children (WIC)	Integrity of Benefits
		Oversight of the National Commodity Processing Program	Integrity of Benefits
		FNS Controls Over Electronic Benefits Transfer (EBT) Implementation for WIC	Integrity of Benefits
		Improper Payments in the National School Lunch and School Breakfast Programs	Integrity of Benefits
		SNAP Improper Payment Rate Improvement	Integrity of Benefits
	*	FY 2010 FNS Financial Statements	Improvement Initiatives
		FY 2011 FNS Financial Statements	Improvement Initiatives
	*	Child and Adult Care Food Program (CACFP) – Follow Up on Nationwide Report	Integrity of Benefits
		National School Lunch Program in California	Integrity of Benefits
		Controls Over FY 2010 Food Distribution Programs: the Purchase of Fresh Fruits and Vegetables	Integrity of Benefits



AGENCY		TITLE	GOAL
FS		Internal Controls and Management of Drug Enforcement Issues on National Forest System Lands	Natural Resources
	+*	FS Use of Recovery Act Funds for Wildland Fire Management	Improvement Initiatives
	*	Evaluating FS' Processes To Obtain and Grant Rights-of-Way and Easements	Natural Resources
	*	FY 2010 FS Financial Statements	Improvement Initiatives
		FY 2011 FS Financial Statements	Improvement Initiatives
	+*	Oversight and Control of FS Recovery Act Activities	Integrity of Benefits
		Management of Oil and Gas Resources on National Forest System Land	Natural Resources
	*	FS Control Review for Fire Effect Modeling Programs	Improvement Initiatives
	*	FS Administration of Special Use Permits	Natural Resources
	+*	Recovery Act – FS Trail Maintenance and Decommissioning	Natural Resources
	+*	Recovery Act – FS Facility Improvement, Maintenance and Renovation	Natural Resources
	+*	Recovery Act – FS Road Maintenance and Decommissioning	Natural Resources
		Firefighting Cost Share Agreements with Non-Federal Entities	Improvement Initiatives
		Follow Up on FS Working Capital Fund Audits	Improvement Initiatives
		FS Firefighter Certification Process	Safety and Security
		FS Use of Prescribed Fire	Natural Resources
	*	Forest Legacy Program – Appraisal Process	Natural Resources
	+*	Recovery Act – FS Abandoned Mine Remediation	Natural Resources
	+*	Recovery Act – FS' Hazardous Fuels Reduction/Ecosystem Restoration on Non-Federal Lands	Natural Resources
	+*	Recovery Act – FS' Wood to Energy Projects (Biomass)	Improvement Initiatives
	*	FS' Acquisition of IT Software/Hardware, Phase I	Improvement Initiatives
	*	FS' Acquisition of IT Software/Hardware, Phase II	Improvement Initiatives
FSA		Economic Adjustment Assistance to Users of Upland Cotton	Improvement Initiatives
		Follow Up of FSA's Compliance Review Process	Integrity of Benefits
	+*	Controls Over Aquaculture Grant Recovery Act Funds, Phase II	Integrity of Benefits
	*	Verification of Income Eligibility for Program Payments	Integrity of Benefits
		Implementation of Transition Incentives Programs	Natural Resources
		Biomass Crop Assistance Program – Project Areas	Integrity of Benefits
	*	FSA Average Crop Revenue Election Program, Sheridan County, Montana	Integrity of Benefits
	*	Biomass Crop Assistance Program	Integrity of Benefits
	+	Recovery Act Supplemental Agricultural Disaster Assistance Program	Integrity of Benefits
		FSA – Dairy Economic Loss Assistance Payment Program	Integrity of Benefits

AGENCY		TITLE	GOAL
FSA		Automated Controls Over Payment Limitation Direct Attribution Rule	Integrity of Benefits
		Noninsured Crop Disaster Assistance Program	Integrity of Benefits
		Controls Over FSA's "Modernize and Innovate the Delivery of Agriculture Systems" Information Technology Investment	Improvement Initiatives
	*	Farm Storage Facility Loan Program	Integrity of Benefits
	*	2008 Farm Bill's Changes to Payment Limitation	Integrity of Benefits
	*	Conservation Reserve Program Soil Rental Rates	Integrity of Benefits
FSIS	*	FSIS In-Commerce Surveillance Activities	Safety and Security
		FSIS State Inspection Programs	Safety and Security
	*	Food Emergency Response Network (FERN)	Safety and Security
		Implementation of the Public Health Information System for Domestic Inspection	Safety and Security
		Follow Up on 2007 and 2008 Audit Initiatives in FSIS	Safety and Security
		Controls Over the Voluntary Inspection of Slaughtered Bison	Safety and Security
		Controls Over Imported Meat and Poultry Products	Safety and Security
	*	Assessment of FSIS Inspection Personnel Shortages in Processing Establishments	Safety and Security
	*	FSIS N-60 Testing Protocol <i>E. Coli</i> , Phase I	Safety and Security
		FSIS N-60 Testing Protocol on Beef Trim for <i>E. Coli</i> , Phase II	Safety and Security
		FSIS Inspection of Swine Slaughter	Safety and Security
		Controls Over Allergen Food Labeling	Safety and Security
		FSIS' Food Defense Verification Procedures	Safety and Security
		Food Defense Verification Procedures at Domestic Meat, Poultry, and Egg Processing Establishments	Safety and Security
MULTI	*	International Trade Policy and Procedures	Improvement Initiatives
		USDA's Progress To Implement the Improper Payments Elimination and Recovery Act of 2010	Improvement Initiatives
	*	USDA's Response to Colony Collapse Disorder	Safety and Security
	+	American Recovery and Reinvestment Act Report Oversight	Improvement Initiatives
	+	Data Analysis – Recovery Act Reporting Oversight	Improvement Initiatives
	+	Information Technology – Recovery Act Reporting Oversight	Improvement Initiatives
		Social Security Administration Death Master List Match of USDA Benefit Databases	Integrity of Benefits
	*	FY 2010 USDA Financial Statements	Improvement Initiatives
		FY 2011 USDA Financial Statements	Improvement Initiatives
		Controls Over Unliquidated Obligations on Expired Grants	Improvement Initiatives

AGENCY		TITLE	GOAL
MULTI	*	USDA Emergency Relief/Disaster Assistance for Past and Future Natural Disasters	Integrity of Benefits
	+*	Contracting Officer's Technical Representative (COTR) Work for Recovery Act Contracts	Improvement Initiatives
	*	Monitoring the Development and Implementation of the 2010 Farm Bill Provisions and Mandates	Improvement Initiatives
		Price Reasonableness Determinations for Firm Fixed Price Contracts Awarded by USDA	Integrity of Benefits
		Section 632(a) Funds From U.S. Agency for International Development (USAID) to USDA	Improvement Initiatives
		USDA's Ability to Respond to Agricultural Emergencies	Safety and Security
	*	FY 2010 Federal Information Security Management Act (FISMA) Report	Improvement Initiatives
		FY 2011 FISMA Report	Improvement Initiatives
	*	Executive Order (E.O.) 13520 Reduction of Improper Payment Review – Calendar Year 2010	Integrity of Benefits
		Executive Order (E.O.) 13520 Reduction of Improper Payment Review – Calendar Year 2011	Integrity of Benefits
		Security Over Remote Access of USDA Information Systems	Safety and Security
		Secure Domain Name (DNS) System Deployment in USDA	Safety and Security
		Oversight of USDA's "BigFix" Implementation	Safety and Security
		Verifying Credentials of Veterinarians Employed or Accredited by USDA	Safety and Security
		Methicillin Resistant Staphylococcus Aureus (MRSA) in Meat	Safety and Security
		Implementation of Contracting Reorganization for Domestic and Foreign Procurements	Improvement Initiatives
		Departmental Management Oversight of the April 2010 Oil Spill – Deepwater Horizon	Improvement Initiatives
	*	Controls Over Genetically Engineered Animal/Insects Research	Safety and Security
		Defense Contract Audit Agency (DCAA) Contract Audit Administration (2011)	Integrity of Benefits
		Data Analysis Projects and Reviews	Improvement Initiatives
		Single Audit Management	Integrity of Benefits
		Special Requests	Improvement Initiatives
		Audit Followup	Improvement Initiatives
NASS	*	Establishment of Average Yields of Agriculture Crops	Integrity of Benefits

AGENCY		TITLE	GOAL
NIFA		Veterinary Medicine Loan Repayment Program	Integrity of Benefits
		National Institute of Farm and Agriculture's (NIFA) Small Business Innovation Research (SBIR) Program	Improvement Initiatives
		NIFA's Formula Grants	Integrity of Benefits
		Agriculture and Food Research Initiative (AFRI)	Integrity of Benefits
		Controls Over Biomass Research and Development Grants	Integrity of Benefits
NRCS	+	Rehabilitation of Flood Control Dams, Recovery Act Funding	Safety and Security
		USDA's Controls Over the Farm and Ranch Lands Protection Program	Integrity of Benefits
	*	USDA's Controls Over the Farm and Ranch Lands Protection Program in Michigan	Improvement Initiatives
	*	FY 2010 NRCS Financial Statements	Improvement Initiatives
		FY 2011 NRCS Financial Statements	Improvement Initiatives
		NRCS' Use of Equitable Relief and Waivers of Improper Payments	Integrity of Benefits
	+	Recovery Act – Watershed Protection and Flood Prevention Operations – Field Confirmations, Phase II	Integrity of Benefits
	+	Recovery Act – Watershed Protection and Flood Prevention Operations, Phase III	Natural Resources
	+	Recovery Act – Emergency Watershed Protection Program, Floodplain Easements, Field Confirmation, Phase II	Integrity of Benefits
	+	Recovery Act – Emergency Watershed Protection Program, Floodplain Easements, Small Land Parcels	Integrity of Benefits
	+	Recovery Act – Emergency Watershed Protection Program, Floodplain Easements, Phase III	Integrity of Benefits
		Conservation Stewardship Program	Natural Resources
		Utilizing USDA Geographic Information Systems (GIS) Data	Improvement Initiatives
		Controls Over the 2009 Agricultural Water Enhancement Program	Integrity of Benefits
		Review of Congressionally Earmarked Funds in the Fiscal Year 2010 Appropriations	Integrity of Benefits
OCFO		FY 2011 National Finance Center General Controls	Improvement Initiatives
		FY 2011 Agreed-Upon Procedures: Retirement, Health Benefits, and Life Insurance Withholdings/Contribution and Supplemental Headcount Report Submitted to the Office of Personnel Management	Improvement Initiatives
		Financial Management Modernization Initiative (FMMI) Application Controls	Improvement Initiatives

AGENCY		TITLE	GOAL
RBS		Controls Over the Biorefinery Assistance Program	Integrity of Benefits
	+*	Recovery Act – Rural Business Enterprise Grants, Phase II	Integrity of Benefits
	+	Recovery Act – Rural Business Enterprise Grants, Phase III	Improvement Initiatives
	+	Recovery Act – Rural Business Enterprise Grants, Confirmation of Individual Grants	Improvement Initiatives
		Rural Economic Development Loan Program	Integrity of Benefits
	+*	Recovery Act – Business and Industry (B&I) Guaranteed Loan Program, Phase II	Integrity of Benefits
	+	Recovery Act – B&I Guaranteed Loan Program, Phase III	Integrity of Benefits
		Rural Energy for America Program	Integrity of Benefits
RD	*	FY 2010 Rural Development Financial Statements	Improvement Initiatives
		FY 2011 Rural Development Financial Statements	Improvement Initiatives
		Rural Development Procurement	Integrity of Benefits
RHS	+*	Recovery Act – Internal Controls Over the Rural Community Facilities Direct Grant and Loan Programs (Phase II)	Integrity of Benefits
	+	Recovery Act – Internal Controls Over the Rural Community Facilities Programs (Phase II), Construction Loans	Integrity of Benefits
	+*	Controls Over Eligibility Determinations for Single-Family Housing (SFH) Guaranteed Loan Recovery Act Funds, Phase II	Integrity of Benefits
	+*	Recovery Act Performance Measures and Job Creation for the Single-Family Housing Guaranteed Loan Program, Phase III	Integrity of Benefits
	+*	Evaluation of Loss Claims Related to Recovery Act Funds Distributed Through the Single-Family Housing Guaranteed Loan Program	Integrity of Benefits
		Rural Rental Housing (RRH) Construction Costs	Integrity of Benefits
		RRH Project Management Companies	Integrity of Benefits
	+	Questionable Lending Institutions' Use of Recovery Act Funds for Housing Guaranteed Loans	Integrity of Benefits
	*	RRH Maintenance Costs and Inspection Procedures	Integrity of Benefits
	+	Recovery Act – Single-Family Housing Direct Loans Effectiveness, Phase III	Integrity of Benefits
	+	Recovery Act Servicing of Single-Family Housing Direct Loans	Integrity of Benefits
		Payment Assistance Recalculation/Recapture	Integrity of Benefits
	+*	Recovery Act Single-Family Housing Direct Loans, Loan File Compliance Reviews	Integrity of Benefits
	+	Recovery Act Single-Family Housing Direct Loans Controls Testing, Phase II	Integrity of Benefits

AGENCY		TITLE	GOAL
RMA		Assured Insurance Providers (AIP) Compliance with RMA Pre-Acceptance Inspection Requirements for Non-Program Crop Insurance Policies	Integrity of Benefits
		AIP Compliance with Standard Reinsurance Agreements (SRA) Requirements for Documentation to Support Claims	Integrity of Benefits
		Review Compliance with RMA's Inconsistent Yield and Added Land Procedures	Integrity of Benefits
	*	Citrus Indemnity Payments Resulting from 2005 Florida Hurricanes	Integrity of Benefits
		RMA's Oversight of AIP Transfers of Agents, Adjusters, and Producer Policies	Integrity of Benefits
	*	USDA Payments for 2005 Citrus Canker Tree Losses	Integrity of Benefits
	*	FY 2010 Federal Crop Insurance Corporation (FCIC) Financial Statements	Improvement Initiatives
		FY 2011 FCIC Financial Statements	Improvement Initiatives
		Controls Over Prevented Planting Claims	Integrity of Benefits
	*	RMA Oversight of Organic Crop Insurances Insured	Integrity of Benefits
	*	Oversight of AIP Quality Control Process	Integrity of Benefits
	*	Validity of New Producers	Integrity of Benefits
		AIPs' Reduction of Inconsistent Yields	Integrity of Benefits
RUS	+*	Recovery Act – RUS Controls Over Water and Waste Disposal	Improvement Initiatives
	+	RUS Controls Over Water and Waste Loans and Grants, Recovery Act Funding, Phase II	Improvement Initiatives

# Overview of OIG Plans for Fiscal Year 2011

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Percentage of Direct Resources To Be Spent on Each FY 2011 Goal	Audit	Investigations
(1) Strengthen USDA's ability to implement safety and security measures to protect the public health as well as agricultural and Department resources.	13.2%	15%
(2) Reduce program vulnerabilities and strengthen program integrity in the delivery of benefits to individuals.	27.5%	72%
(3) Support USDA in implementing its management improvement initiatives.	52.6%	12%
(4) Increase the efficiency and effectiveness with which USDA manages and exercises stewardship over natural resources.	6.7%	1%
(5) Strive for a highly qualified diverse workforce with the tools and training necessary to continuously enhance OIG's ability to fulfill its mission and communicate its accomplishments.*	N/A	N/A

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*\*Work on Goal 5 includes: (1) the OIG mission support work of the Offices of Counsel, Management, and Compliance and Integrity; and (2) the training, general supervision, and equal employment opportunity work done by all OIG staff.*



# Overview of OIG Plans for Fiscal Year 2011

Performance Measures	FY 10 Target	FY 10 Actual	FY 11 Target
(1) Percentage of OIG direct resources dedicated to critical-risk or high-impact activities.	90%	91.8% 91.5% A 92.3% I	90%
(2) Percentage of audit recommendations where management decisions are achieved within 1 year.	85%	90.2%	90%
(3) Percentage of audits initiated where the findings and recommendations are presented to the auditee within established and agreed-to timeframes.	85%	100%	85%
(4) Percentage of closed investigations that resulted in a referral for action to the Department of Justice, State or local law enforcement officials, or relevant administrative authority.	70%	84.8%	70%
(5) Percentage of closed investigations that resulted in an indictment, conviction, civil suit or settlement, judgment, administrative action, or monetary result.	65%	72.8%	65%
(6) On a biannual basis, positive employee satisfaction rate reported in staff surveys.	N/A	N/A	70%
(7) *Update eight management directives that are over 3 years old.	N/A	N/A	80%
(8) Time from receipt of an SF-52 for a standard recruitment action until positions are posted and opened through the automated system averages 3 days.	90%	100%	90%
(9) Time to issue candidate certificates after the closing date of an announcement averages 5 days.	90%	97.8%	90%
(10) *Survey results indicate new employees find orientation session useful to them as they begin their new jobs.	N/A	N/A	70%
(11) All Information Technology Division (ITD) systems including the LAN, WAN, e-mail, and ARGOS remain operational, excluding planned outages for system maintenance and outages caused by outside factors.	97%	99.9%	97%
(12) *ITD staff will make an initial response to help desk request within 2 hours or less.	N/A	N/A	85%
(13) *ITD staff will resolve help desk request within 24 hours.	N/A	N/A	85%
(14) *Internal and external security incidence response and resolution accomplished within 30 days of incident in accordance with the Agriculture Security Operations Center (ASOC).	N/A	N/A	70%
(15) *Budget information provided to the Department for the Office of Management and Budget requirements on time.	N/A	N/A	95%
(16) *Accounting information and regular reports submitted to the National Finance Center and the Office of the Chief Financial Officer on time.	N/A	N/A	95%
(17) Micro-purchases awarded within 3 working days of receipt of approved AD-700.	90%	90.9%	85%

Performance Measures	FY 10 Target	FY 10 Actual	FY 11 Target
(18) All public reports meet management and statutory timeframes and content requirements.	90%	100%	90%
(19) *Positive evaluation scores on OIG internal training course evaluations.	N/A	N/A	75%
(20) *The Equal Employment Opportunity (EEO) Counselor's reports will be completed and submitted to the EEO office within 15 calendar days after completing the counseling period.	N/A	N/A	85%
(21) Inspection report issued in final with management response within 60 days.	85%	100%	85%
(22) Inspection report recommendations accepted annually.	85%	96.7%	85%
(23) Total requests from Congress acknowledged either orally or in writing within 5 working days of receipt.	90%	100%	90%
(24) Counsel to the Inspector General issues IG subpoenas within 5 working days upon receipt of complete information for review.	85%	95.9%	85%

*\*New performance measure.*

Performance Measures for Recovery Act Work	FY 10 Target	FY 10 Actual	FY 11 Target
Work performed under these seven performance measures is also covered under the performance measures listed on the inside back cover of this plan.			
(1) Notify USDA agency managers of significant audit findings related to Recovery Act programs along with recommendations for corrective action within 30 days after identification.	80%	83.3%	80%
(2) Respond to Recovery Accountability and Transparency Board sponsored requests and projects within established schedules or agreed-to timeframes.	85%	100%	85%
(3) An investigative determination to accept or decline an allegation of whistleblower retaliation is made within 180 days of receipt.	100%	100%	100%
(4) Investigations staff will participate in 10 Outreach/Training meetings each quarter on Recovery Act work.	80%	135%	80%
(5) Whistleblower retaliation allegations are investigated and reported within 180 days of receipt.	75%	100%	75%
(6) Timely and accurate monthly Recovery Act funds report submitted to the Recovery Board.	N/A	N/A	88%

*\*OIG will report on our results against this plan in our Semiannual Reports to Congress.*

To learn more about OIG, visit our Web site at  
<http://www.usda.gov/oig/index.htm>

### How To Report Suspected Wrongdoing in USDA Programs

#### Fraud, Waste, and Abuse

In Washington, DC 202-690-1622

Outside DC 800-424-9121

TDD (Call Collect) 202-690-1202

#### Bribes or Gratuities

202-720-7257 (Monday-Friday, 9 a.m.-3 p.m. ET)

# ANNUAL PLAN



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