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OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE
WASHINGTON, DC 20511

NOV 24 2015

Reference: ODNI Case DF-2015-00176

This responds to your FOIA request of 23 March 2015 (Enclosure 1), received in the Office of the Director of National Intelligence (ODNI) on 7 April 2015. You requested a digital/electronic copy of the DNI OIG CONOPS (Concept of Operations) document.

Your request has been processed in accordance with the Freedom of Information Act (FOIA) 5 U.S.C. § 552, as amended. In response to your request, we have located the document you have asked for. The ODNI has determined that this document may be released in its entirety (Enclosure 2).

If you have any questions, feel free to email our Requester Service Center at DNI-FOIA@dni.gov or call us at (703) 874-8500.

Sincerely,



Jennifer Hudson

Director, Information Management Division

Enclosures

ENCLOSURE 2

OFFICE OF THE INSPECTOR GENERAL OF THE INTELLIGENCE COMMUNITY



Concept of Operations

April 2015

Important Notice

~~This document is intended solely for the official use of the Office of the Director of National Intelligence or any agency or organization receiving a copy directly from the Office of the Inspector General of the Intelligence Community.~~

Mission

We conduct independent and objective audits, inspections, investigations, and reviews to promote economy, efficiency, effectiveness, and integration across the Intelligence Community.

Vision

Speak truth; enable excellence in management and accountability.

Core Values

Integrity: We are honest, trustworthy, accountable for our actions, and committed to fulfilling our mission.

Professionalism: We hold ourselves to the highest standards of technical proficiency and treat others with courtesy and respect.

Independence: We conduct our mission free of external influence and provide objective assessments, advice, and conclusions regardless of political or personal consequence.

Diversity

We promote diversity in all aspects of our mission as a key to our success. Our professional and innovative culture demonstrates the value we place in having a diverse workforce. This is true with our hiring and promotion practices, as well as our efforts to support current IC IG staff who wish to develop or enhance their current skill sets by learning a new IG discipline or participating in a Joint Duty assignment. Our commitment to diversity ensures that we maintain an equitable working environment and can fully leverage the varied IG expertise and IC backgrounds of our staff.

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I. INTRODUCTION

This concept of operations (CONOPS) outlines the Office of the Inspector General of the Intelligence Community's (IC IG) organization, roles and responsibilities, authorities, relationships, and key deliverables and efforts. Additionally, it broadly articulates how the IC IG conducts audits, inspections, investigations, reviews, and other core responsibilities. This CONOPS is issued as guidance and as a supplement to statutory language and any Intelligence Community Directives relating to the office. Related tasks, not specified within this CONOPS, may be performed in response to the IG's direction. In case of conflict, the IG's direction takes precedence over this CONOPS.

II. AUTHORITIES

The IC IG's statutory authority is outlined in the National Security Act of 1947, as amended, specifically 50 U.S.C.A. § 403-3h, *Inspector General of the Intelligence Community*. The IC IG adheres to other laws and statutes pertaining to the mission of the office to include the Intelligence Community Whistleblower Protection Act, Freedom of Information Act, and the Federal Information Security Management Act. The IG exercises authorities delegated from the President or the Director of National Intelligence (DNI) through directives, regulations, and policy statements. The Intelligence Authorization Act for Fiscal Year 2010 established the IC IG position with the authority to initiate and conduct independent audits, inspections, investigations, and reviews of programs and activities within the responsibility and authority of the DNI. That broad authority allows the IC IG to identify and investigate systemic Intelligence Community (IC) issues that impact the DNI's ability to achieve intelligence integration.

III. ORGANIZATION

Internal

The IC IG is composed of the IG; the Deputy IG; the Office of the Counsel; the Audit, Investigations, Inspections, and Management and Administration (M&A) divisions; and the IC IG Forum, and Intelligence Community Whistleblowing & Source Protection (ICW&SP) programs.

External

The IC IG is appointed by the President, confirmed by the US Senate, and reports directly to the

DNI. The IC IG may resolve any multi-jurisdictional issues with fellow Inspectors General. In addition, the IC IG provides leadership and coordination to other IC Inspectors General through the IC IG Forum.

Organization and Succession

The Deputy Inspector General of the Intelligence Community shall act for the IC IG when the position is vacant or in the absence or disability of the IC IG. Assistant Inspectors General (AIG) and their Deputies lead the IC IG Divisions. Executive Directors lead IC IG Programs. The General Counsel to the IC IG leads the Office of the Counsel. In the absence of an AIG, Counsel to the IC IG or Executive Director the respective division or program deputy executes the roles and responsibilities on their behalf. In the absence of a deputy or additional staff, the IC IG will delegate the responsibilities.

Responsibilities

The division AIGs, Program Executive Directors, and General Counsel shall, with exceptions:

- Recruit and hire staff;
- Evaluate and track personnel performance;
- Ensure staff receives professional development and training;
- Manage staff's time and attendance;
- Manage their division, office or program budget;
- Participate in IC IG Forum Peer Review Program;
- Develop, maintain, and update a handbook containing policies and processes governing how the division, program or office conducts its business;
- Participate in annual strategic and work planning;
- Plan ODNI-specific and cross-IC audits, investigations, inspections and reviews;
- Establish and track measures that demonstrate the return on investment or value added of audits, investigations, inspections and reviews to the IC and ODNI;
- Establish and maintain a quality control process that comports with Peer Review standards;
- Track the time and cost invested to conduct audits, investigations, inspections and reviews, including that of IC element OIGs that participate in joint audits and reviews;
- Lead the IC and ODNI community outreach for IC-wide efforts related to their responsibilities; and

- Chair respective IC IG Forum committees and subcommittees.

IV. LEADERSHIP

The Intelligence Community Inspector General (IG) heads the Office of the Inspector General of the Intelligence Community (IC IG).

The IG shall:

- Lead the office to initiate and conduct independent audits, investigations, inspections, and reviews of programs and activities within the responsibility and authority of the Director of National Intelligence (DNI);
- Provide leadership and coordination and recommend policies to:
 - promote economy, efficiency, and effectiveness in the administration and implementation of such programs and activities;
 - prevent and detect fraud, waste, and abuse in such programs and activities;
 - keep the DNI fully and currently informed on:
 - significant problems and deficiencies relating to programs and activities within his responsibility and authority, and
 - the necessity for, and the progress of, corrective actions;
- Ensure congressional intelligence committees are kept informed of:
 - significant problems and deficiencies relating to programs and activities within the responsibility and authority of the DNI; and
 - the necessity for, and the progress of, corrective actions; and
- Chair the IC IG Forum and encourage collaboration on areas of common interest.

The Deputy Inspector General of the Intelligence Community shall chair the IC IG Forum Deputies Committee.

V. AUDIT

Mission Statement

The IC IG Audit Division (AUD) provides oversight of IC and ODNI programs and activities by conducting performance and financial audits in accordance with GAGAS.

AUD conducts work at the request of congressional committees or subcommittees, or when public laws or committee reports mandate. Auditors conduct research under the authority of the IC IG and at the request of the DNI, and frequently in coordination with the IC element OIGs. In addition, Audit advises Congress and the heads of IC agencies on ways to make government more efficient, effective, ethical, equitable and responsive.

AUD work results in recommendations that reduce costs; eliminate fraud, waste and abuse; improve performance; strengthen internal controls; and achieve compliance with laws, regulations, and policies within the ODNI and the IC. The IC IG Audit staff is committed to improving the communication and coordination among IC OIG audit staffs and aligning best audit practices to better serve the IC.

Standards

Auditors conduct their work in accordance with GAGAS, IC IG policies and procedures, and the IC IG Audit Manual/Handbook.

Coordination—External

Throughout the year, the Audit staff coordinates its work with the IC element OIGs, sponsors the IC IG Audit Committee and cybersecurity subcommittee meetings, and attends CIGIE committee meetings.

Audit staff also brief congressional committee and subcommittee staff on report findings and recommendations and prepares IC IG congressional testimony.

Responsibilities

The Assistant Inspector General for Audit (AIG/A) and the AUD staff shall:

- Conduct audits and reviews of IC and ODNI operations, programs, and activities in response to congressional direction, management requests, or that are self identified;
- Serve as the IC lead for FISMA Capstone coordination;
- Coordinate audits and collaborate with IC element OIGs to improve the efficiency and effectiveness of IC operations, programs, and activities; and
- Develop and track Audit recommendations.

VI. INVESTIGATIONS

Mission Statement

The IC IG Investigations Division (INV) investigates allegations of violations of criminal and civil laws and administrative regulations arising from the conduct of IC and ODNI employees and contractors.

INV has unique authority to investigate matters related to DNI programs and activities across the IC. Specifically, INV investigates complaints and allegations of fraud, waste, abuse, and misuse of government funds and equipment, conflicts of interest, abuses of authority, and other matters involving administrative or criminal misconduct. The division also plays a principal role in conducting IC-wide administrative investigations into unauthorized disclosures of classified information.

Standards

INV conducts its work in accordance with CIGIE Quality Standards for Investigations, IC IG policies and procedures, and the INV Manual/Handbook.

Division Coordination—External

The nature of IC IG investigative efforts requires that the AIG/INV and staff engage across ODNI components, the entire IC, and the federal government.

The AIG/INV chairs the IC IG Forum Investigations Committee.

Responsibilities

The Assistant Inspector General for Investigations (AIG/INV) and INV staff shall;

- Initiate and conduct independent investigations;
- Perform suitability checks for awards programs;
- Manage the complaint intake system for “any person;”
- Manage the IC IG Hotline and other intakes and referrals; and
- Develop and track INV recommendations.

VII. INSPECTIONS AND EVALUATIONS

Mission Statement

The IC IG Inspections and Evaluations Division (INS) conducts inspections, reviews, and evaluations to improve ODNI and IC-wide performance and integration and to ensure intelligence activities comply with Executive Order 12333, and other Federal laws, Executive Orders, and policies or directives.

INS examines information access, collaboration, collection and analysis, IC programs and issues, and compliance with laws and regulations.

Standards

INS conducts its work in accordance with CIGIE Quality Standards for Inspections and Government Auditing Standards, IC IG policies and procedures, and the IC IG INS Manual/ Handbook. The INS Manual and standard operating procedures (SOPs) help guide INS daily operations. To ensure quality in its efforts, INS conducts post-inspection lessons learned assessments; continually refines its manuals and SOPs; and elicits feedback from an inspected element on INS product quality and INS personnel performance at the end of each review. INS employs SOPs to manage professional development, training, communication, engagement, and resources of its staff.

IC elements' intelligence activities are evaluated for compliance with Executive Order 12333, as amended, and with other related Federal laws, Executive Orders, and policies or directives.

Division Coordination—External

INS engages across ODNI components, the entire IC, and the Federal Government. Specifically, INS engages with the DNI front office (DNI, PDDNI, CMO); Congress; CIGIE; the IC IG Forum and respective Committees; IG partners; and other Divisions within the IC IG (Audit, INV, Counsel, and M&A). The AIG/INS serves as Chair of the IC IG Forum Inspections Committee and pursues efforts to develop strategic cross-IC work plans, INS standards and best practices, and a common INS lexicon. INS represents the IC IG to the President's Intelligence Oversight Board, liaises with IC element oversight organizations, and engages in IC-wide Intelligence Oversight (IO) projects and evaluations.

Responsibilities

The Assistant Inspector General for Inspections (AIG/INS) and INS staff shall;

- Conduct independent inspections;

- Provide intelligence oversight advice and guidance to IC IG and IC IO elements to include educating IC IG staff on Intelligence Oversight matters;
- Ensure that intelligence activities performed by IC elements are conducted in compliance with Executive Order 12333, as amended, and with other related Federal laws, Executive Orders, and policies or directives, by engaging in IC-wide or ODNI-specific IO projects and evaluations; and
- Develop and track INS recommendations;

VIII. MANAGEMENT AND ADMINISTRATION

Mission Statement

The IC IG Management & Administration Division (M&A) fosters collaboration and enables efficiencies across the IC IG enterprise by providing full-spectrum mission support.

The IC IG relies on M&A to deliver high-quality products and first class support to the IC IG operational divisions to achieve its vision and meet its mission. M&A provides comprehensive mission support to IC IG operations with expertise in financial management, procurement, human capital management, facilities management, continuity of operations, administration, information technology, communications, and quality assurance.

Standards

M&A adheres to Federal, local, IC IG policies, ODNI policies, and CIGIE quality standards. The M&A Manual and standard operating procedures (SOPs) guide M&A in the conduct of its daily activities. M&A staff collectively possess the professional competence; technical knowledge; and critical thinking skills, abilities, and experience to perform its mission.

Division Coordination—External

The AIG/M&A serves as the primary point of contact for ODNI support staff including the Chief Human Capital Officer; the Comptroller; Acquisition, Technology and Facilities; Close Support (IT issues); and other offices that support operational efforts. The AIG/M&A manages and administers the IC IG conference, IC IG awards program, and performs all external coordination to support those efforts. The AIG/M&A also chairs the IC IG Forum Management & Administration Committee.

Responsibilities

The Assistant Inspector General for M&A (AIG/M&A) and M&A staff shall;

- Ensure obligations of CIGIE Membership (training, standards for products, IG e-library) are met;
- Administer the IC IG Annual Awards Program;
- Administer the IC IG Annual Conference;
- Perform human capital planning;
- Execute the annual work planning process;
- Maintain IC IG management framework documentation;
- Implement the IC IG strategic communications plan;
- Advise leadership on internal communications, strategic communications, and media relations;
- Oversee development and execution of the IC IG budget;
- Manage IC IG facilities;
- Manage IC IG procurement efforts, to include contracting;
- Ensure accountability and protection of government property;
- Manage the IC IG Quality Control Program;
- Provide quality assurance reviews of IC IG reports and correspondence;
- Manage the distribution of IC IG reports and correspondence;
- Develop Semiannual Report and Management Challenges Report;
- Administer the IC IG records control program;
- Administer the IC IG Human Resources Program;
- Promote IC IG Professional Development & Training;
- Facilitate recruitment and hiring of IC IG staff;
- Fulfill Emergency Planning requirements;
- Establish and monitor IC IG performance metrics;
- Direct the design, development, implementation, and efficient maintenance of IC IG information technology systems;
- Track and report on the status of Inspections and audit recommendations until closed;
- Administer the IC IG FOIA/Privacy Act program.

IX. GENERAL COUNSEL TO THE IC IG

Mission Statement

The IC IG General Counsel provides independent, objective, and confidential legal advice on a variety of legal and policy issues that impact the IC IG mission.

The General Counsel manages two portfolios: Legal and Policy Reviews; and Legislative Reviews and Congressional Engagements.

Standards

The IC IG Counsel staff maintains good standing with appropriate bar associations and applicable ethics and standards guidelines.

Division Coordination—External

The General Counsel to the IC IG serves as the IC IG representative to the Council of Counsels to Inspectors General (CCIG) and internal liaison to the following ODNI elements: OGC, OLA, CLPO, and EEOD. The General Counsel to the IC IG chairs the IC IG Forum Counsels Committee. Counsel staff also reviews FOIA/Privacy act responses in coordination with the ODNI Information Management Division to preserve IC IG independence.

Responsibilities

The General Counsel to the IC IG and Counsel staff shall;

- Act as Legal Counsel to the IC IG and staff:
 - Review all policies and regulations pertaining to IC IG statutory missions, responsibilities, and requirements;
 - Review IC IG reports, products, papers, briefings, talking points, and any other materials for legal issues and policy compliance prior to IC IG issuance;
- Identify and monitor the fulfillment of Congressionally Directed Actions;
- Manage the IC IG congressional liaison portfolio:
 - Serve as legislative liaison for IC IG matters;
 - Maintain the Congressional Contact database;
 - Review legislation and congressional actions for IC IG equities;
 - Manage all IC IG congressional engagements, in accordance with IC IG and ODNI policy;

- Identify and monitor fulfillment of statutory reporting requirements; and
- Provide legal and policy training to the IC IG staff as well as other IG community officers.

X. WHISTLEBLOWING AND SOURCE PROTECTION (ICW&SP)

Mission Statement

Execute and direct the IC Whistleblowing & Source Protection Program as a means of promoting whistleblowing as a neutral activity benefiting the lawful collection, analysis, and dissemination of national intelligence; provides leadership and strategic planning for oversight efforts to implement and ensure that accountability measures are executed to protect, from reprisal, Executive branch employees and contractors who disclose violations of law, rule and/or regulation.

Standards

The ICW&SP relies on statutory standards provided through the Intelligence Authorizations Acts of 2014 and 2015, the Intelligence Community Whistleblower Protection Act of 1998 and other statutes governing the protection of federal whistleblowers, as well as the regulatory standards provided by Presidential Policy Directive 19, Intelligence Community Directive 120, the IC IG External Review Panel Procedures, and DOD 5240 1-R Procedures 14 & 15. Pursuant to these authorities, ICW&SP relies on the policies and procedures used to adjudicate alleged violations of section 2302(b)(8) title 5, to the fullest extent possible, as well as the professional standards generally applicable to the work of inspectors general.

Division Coordination—External

The Executive Director for Whistleblowing and Source Protection serves as clerk to the External Review Board as it processes and decides cases taken for appeal; provides subject-matter expertise to IC elements training supervisors, managers and employees on their whistleblowing rights and responsibilities; and liaises with IC elements and components in the coordination of whistleblowing training across all areas of IC training and readiness.

Coordinates with the IC IG, ODNI Senior Leadership, and IC officials, for oversight of investigations into alleged reprisals that may lead to the development of accountability-focused ODNI-directives and policies; further coordinates management remedies for confirmed acts of reprisal. Provides decision-making information to the IC IG and ODNI Senior Leadership on specific cases to enable determination as to whether allegations warrant investigation.

Provides subject-matter expertise to the IC IG on matters of interest to all whistleblowing stakeholders, including members of Congress and their staffs; serves as subject-matter expert

providing written and verbal commentary to IC IG in support of legislative revisions to whistleblower policy and issues; develops IC IG strategic plans focused on training, and recognizing and enforcing IC IG zero-tolerance reprisal policy. Coordinates investigative policy-making process and provides input on decisions associated with whistleblower source protection aspects of criminal and administrative investigative operations.

Responsibilities

- Provide subject-matter expertise to the IC IG and IC IG Forum on all aspects of whistleblowing and whistleblower protection;
- Develop IC IG Office Whistleblower Protection Policy;
- Serves as clerk to the External Review Panel established by PPD-19, supporting the IC IG in his or her role as Chairman of the ERP;
- Serves as clerk to the IC IG's ICWPA Disclosure Committee, taking the lead for the timely processing and tracking of disclosures under the ICWPA;
- Research, maintain and promulgate Title 5 statutory and case law guidance for the IC IG Forum;
- Puts into effect standards for whistleblower disclosures; monitors the collection, retention, and presentation of metrics regarding the disposition of whistleblowing disclosures, reprisal complaints, preliminary inquiries, and reports of investigation;
- Conduct inspections and evaluations of IC IG components in whistleblower program areas;
- Monitor corrective actions taken in response to IC reports of reprisal investigation;
- Coordinate senior leadership review of ICWPA complaints, in conjunction with the IC IG Hotline Manager;
- Works in concert with all IC hotlines to determine instances of contacts related to complaints of reprisal for disclosure of wrongdoing;
- Supervise and manage the initial review of PPD-19 complaints filed with the IC IG Hotline Manager;
- Execute, in coordination with Management & Administration, an IC whistleblowing training program improving the skills of those who are charged with implementing whistleblower protection in the IC; and
- Execute, in coordination with Management & Administration, an IC whistleblowing communications program serving as outreach to the program's Executive branch, Congressional and public stakeholders

XI. IC IG FORUM

Mission Statement

The mission of the IC IG Forum is to further and promote collaboration, cooperation and coordination among the Intelligence Community Inspectors General.

Organization

The IC IG serves as the Chair of the Forum and is assisted in the execution of his/her duties by the IC IG Forum Executive Director.

Six IC IG Forum committees support the IC IG Forum: the Deputies Committee; the Counsels Committee; Audit; Inspections, Investigations, and Management & Administration Committees. Additional subcommittees may be established by the respective governing committees.

Responsibilities

In accordance with the National Security Act of 1947, as amended, the IC IG Forum will:

- Serve as a mechanism for informing Inspectors General of the work of IC IG Forum members that may be of common interest;
- Discuss questions on jurisdiction or access to employees, contractors, personnel, records, audits, reviews, documents, recommendations, or other materials that may involve or assist IC IG Forum members; and
- Assist the IC IG in resolving jurisdictional issues that may arise between the IC IG and IC IG Forum members.

The IC IG Forum is responsible for the following:

- Supporting IC IG Forum members in the performance of audits, investigations, inspections, and evaluations within their respective IC elements;
- Strengthening the collective role and effectiveness of IC OIGs and enhancing the value of their activities in providing effective oversight of the IC; and
- Optimizing resource utilization to increase efficiencies and avoid duplication of efforts among IC IG Forum members.

The IC IG Forum will also:

- Establish and support a Peer Review Program to ensure IC OIGs conform with professional

standards;

- Facilitate scheduling and staffing of Peer Reviews
- Establish and support an IC IG Exchange Program for civilian IC IG personnel to provide officers the opportunity to acquire joint duty certification and further integrate the OIG community;
- Examine interagency programs and operations to identify those requiring IC IG Forum coverage and attention;
- Synchronize Forum programs/initiatives with those of the Council of Inspectors General on Integrity and Efficiency (CIGIE);
- Coordinate/communicate across the Forum's activities (e.g., Forum Committees);
- Liaise with IGs and their staffs;
- Ensure IC IG representation on the standing CIGIE committees to ensure IC equities and interests are appropriately addressed;
- Explore opportunities for interagency IG training and education;
- Keep abreast of interagency management studies or reviews involving issues that might require future IG coverage; and,
- Keep the DNI and IC element heads informed of ongoing and planned activities of the IC IG Forum.

XII. KEY DELIVERABLES & EFFORTS

Semiannual Report to the DNI

Twice a year, the IC IG prepares and submits to the DNI a semiannual report summarizing the activities of the IC IG during the immediately preceding six month period. Each semiannual report includes, at a minimum, the following:

- A list of the title or subject of each audit, investigation, inspection, or review conducted during the reporting period;
- A description of significant problems, abuses, and deficiencies relating to the administration of programs and activities;
- A description of the recommendations for corrective action made by the IG related to the problems, abuses, and deficiencies found;
- An update on the status of corrective actions and when completed, a description of the

corrective action taken;

- Peers Reviews of an IC OIG completed during the reporting period;
- For Peer Reviews of the IC IG, status of any outstanding recommendations;
- Whether the IC IG has had full and direct access to all relevant information;
- A description of the exercise of the subpoena authority;
- Recommendations for legislation to promote economy, efficiency, and effectiveness and to detect and eliminate fraud, waste, and abuse in the administration and implementation of programs and activities.

Management Challenges Report

In accordance with the Reports Consolidation Act of 2000, the IC IG is required to assess the DNI's most serious management and performance challenges and to assesses the agency's progress in addressing those challenges. In order to review the Management Challenges prepared by IC element OIGs, OMB requests the IC IG provide its report to the DNI early each calendar year. Management statements are included in the Annual Performance Reports that are provided to OMB by 15 February every year accompanying the annual Congressional Budget Justification Book.

Federal Information Security Management Act (FISMA) of 2002 Evaluation

This Act requires each agency to develop and implement an information security program that utilizes a set of minimum controls to protect Federal information and information systems. As required by this law, the IC IG provides an independent evaluation of the ODNI information security program and practices to determine the adequacy and status of the information security programs for ODNI internal operations.

FISMA Capstone Evaluation

The IC IG collects and summarizes the annual FISMA report submissions received from the IC OIGs for the federal agencies operating or exercising control of national security systems. This evaluation summarizes the intelligence agencies' information security program strengths and weaknesses, identifies the causes of the weaknesses in these programs if noted by the respective OIGs, and provides a brief summary of the recommendations made for intelligence agencies' information security programs based on our review of all of the OIG reports.

Improper Payments Elimination and Recovery Improvement Act (IPERIA) of 2010 Review

IPERIA requires the head of each agency to identify all programs and activities that may be susceptible to significant improper payments through periodic reviews. Each Fiscal Year, the IC IG reviews and reports on ODNI's compliance with IPERIA.

Financial Statement Audit

The Chief Financial Officers Act of 1990 and the Accountability for Tax Dollars Act of 2002 require the ODNI to prepare and submit audited financial statements to OMB and the Congress. The IC IG audits the financial statements of the ODNI or oversees an audit conducted by an independent public accountant (IPA). As part of the Financial Statement audit, and in accordance with the Federal Financial Managers' Integrity Act, the IC IG or its IPA determines the adequacy of ODNI's financial management systems and internal controls to provide reliable, useful and timely financial information and reports.

Government Charge Card Abuse Prevention Act Assessment

The Government Charge Card Abuse Prevention Act of 2012 requires the Inspector General of each executive agency to conduct periodic risk assessments and audits of purchase cards, travel cards, and centrally billed accounts. In September 2013, the Office of Management and Budget issued the regulation defining the requirements each executive agency and the Inspector General must follow. Consequently, the IC IG performs the assessment annually.

Quarterly Report to Intelligence Oversight Board

The IC IG reports on intelligence activities believed to be unlawful or contrary to Executive Order or Presidential Directive from within the ODNI during the previous quarter.

IC IG Conference

The IC IG sponsors an annual conference for the Inspectors General of the Intelligence Community. The conference is designed to bring the IC IG community together to collaborate on pressing IC-wide issues, exchange ideas on topics of common interest, and share best practices to improve IG operations across the community. This program traditionally provides Certified Professional Education (CPE) credits for attendance and is held in the March timeframe.

IC IG Awards Program

The IC IG Professional Awards Program is part of the National Intelligence Awards Program. The program recognizes OIG individuals throughout the IC who have made extraordinary contributions to the mission and objectives set forth in the U.S. National Intelligence Strategy, and to the mission of their respective IC IG offices. The Program is run in accordance with IC Directive 655, National Intelligence Awards Program and IC Standard 655-3, Intelligence Community Office of the Inspector General of the Intelligence Community Professional Awards Program.

The IC IG Forum Deputies Committee serves as the IC IG Professional Awards Review Board. Annually, in the August/September timeframe, IC OIGs submit nominations for awards in the following categories: Lifetime Achievement, Leadership, Collaboration, Audit, Inspections, and Investigation. The Board reviews all nominations, renders a decision, and awardees are recognized in an awards ceremony each October.

The IC IG Management & Administration Division:

- Budgets for and funds the awards program,
- Issues the annual data calls and suspenses for award nominations,
- Finalizes nomination packages for the review board;
- Notifies participating agencies of final award decisions, and
- Organizes and hosts the awards ceremony.

Peer Review

The IC IG Forum members will conduct peer reviews in accordance with CIGIE guidance contained in the *Quality Standards for Federal Offices of Inspector General*. The IC IG Forum will facilitate periodic peer reviews to ensure IC OIGs are conducting audits, investigations, inspections, and evaluations in compliance with applicable professional standards.