

1 FAM 050

OFFICE OF INSPECTOR GENERAL (OIG)

(TL:ORG-111; 05-28-2002)

1 FAM 051 SCOPE AND AUTHORITY

1 FAM 051.1 Policy

(TL:ORG-111; 05-28-2002)

- a. By law, the Department of State has an organization that will:
 - (1) Provide policy direction for and conduct, supervise, and coordinate audits, investigations, and inspections relating to the programs and operations of the Department;
 - (2) Recommend policies for and conduct, supervise, or coordinate other activities carried out or financed by the Department for the purpose of promoting economy and efficiency or preventing and detecting fraud, *waste, mismanagement*, and abuse in the administration of the programs and operations of the Department *and diplomatic and consular missions*;
 - (3) Ascertain whether the administration of activities and operations of the Department meets the requirements of applicable laws and regulations;
 - (4) Ascertain whether Department policy, goals, and objectives are being effectively achieved and whether the interests of the United States are being accurately and effectively represented;
 - (5) Provide independent evaluations of the performance of the Department's managers; and
 - (6) Keep the Secretary and the Congress fully and currently informed about problems and deficiencies relating to the administration of such programs and operations, as well as the necessity for and the progress of corrective actions.
- b. By law, the Inspector General may not be assigned any general program operating responsibilities.

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- c. The Inspector General also serves as the Inspector General for the *Broadcasting Board of Governors (BBG)*.

1 FAM 051.2 Responsibilities

(TL:ORG-62; 1-31-95)

- a. Provides supervision, direction, and guidance for the operations of the organizational units comprising the Office of the Inspector General.
- b. Keeps the Secretary of State and the Congress fully and currently informed about problems and deficiencies relating to the programs and operations of the Department of State.
- c. Conducts or directs, and issues reports on audits, inspections, and investigations of the programs, activities, and operations of the Department and Foreign Service posts. Neither the Secretary nor any other officer of the Department shall prevent or prohibit the Inspector General from initiating, carrying out, or completing any audit, inspection, or investigation, or from issuing any subpoena during the course of these activities.
- d. Reviews activities and operations performed under the direction, coordination, and supervision of chiefs of mission for the purpose of ascertaining their consonance with the foreign policy of the United States and their consistency with the responsibilities of the Secretary and the chief of mission.
- e. Reviews programs and operations administered by the Department for adherence to law, regulation, economy, and efficiency and for prevention of fraud, waste, abuse, and mismanagement.
- f. Reviews existing and proposed legislation and regulations relating to programs and operations of the Department and the Foreign Service. Makes recommendations to the Secretary and reports semiannually to the Congress concerning the effect of such legislation or regulations on the efficiency of Department activities, or the prevention and detection of fraud, waste, abuse, or mismanagement.
- g. Recommends policies for and conducts, supervises, or coordinates relationships between the Department and other federal, state, and local government agencies and nongovernmental entities relating to the promotion of economy and efficiency in government, the prevention and detection of fraud or abuse in U.S. government programs, and the identification and prosecution of those guilty of such offenses.
- h. Serves as a member of the President's Council on Integrity and Efficiency.

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- i. Has substantive and coordinating responsibility for the following Department regulatory publications:
 - (1) Foreign Affairs Manual Volume 1 (Organization and Functions) subchapter 050—*The Inspector General (OIG)*; and
 - (2) Foreign Affairs Manual Volume 2 (General) subchapter 030—*Office of Inspector General Activities*.

1 FAM 051.3 Organization

(TL:ORG-111; 05-28-2002)

An organization chart for the OIG is found as Exhibit 051.3.

1 FAM 051.4 Principal Authorities

(TL:ORG-111; 05-28-2002)

- a. Inspector General Act of 1978, 5 U.S.C. App. 3, as amended.
- b. Foreign Service Act of 1980 Section 209, 22 U.S.C. 3929, as amended.
- c. *Omnibus Diplomatic Security and Antiterrorism Act of 1986, 22 U.S.C. 4806.*
- d. *Omnibus Consolidated Rescissions and Appropriations Act of 1996, 5 U.S.C. app. 11 note.*
- e. *Foreign Affairs Reform and Restructuring Act of 1998, 22 U.S.C. 6501 note.*

1 FAM 052 DEPUTY INSPECTOR GENERAL

(TL:ORG-62; 1-31-95)

- a. The Deputy Inspector General reports directly to the Inspector General, and is equivalent in rank to a Deputy Assistant Secretary.
- b. In the absence of the Inspector General performs his or her duties as required.
- c. At the direction of the Inspector General, provides supervision, direction, and guidance to the offices within the Office of Inspector General (OIG), except the Office of Counsel (OIG/OC), which reports directly to the In-

spector General.

1 FAM 053 OIG OFFICES

(TL:ORG-111; 05-28-2002)

- a. The **Office of Audits (OIG/AUD)** is headed by the Assistant Inspector General and Deputy Assistant Inspector General for Audits. The OIG/AUD conducts, supervises, and coordinates audits of the functions, operations, and activities of the Department and of Foreign Service posts.
- b. The **Office of Inspections (OIG/ISP)** is headed by the Assistant Inspector General and Deputy Assistant Inspector General for Inspections. The OIG/ISP:
 - (1) Conducts regular inspections of Foreign Service posts and the bureaus, operating units, programs, and functions of the Department; and
 - (2) Also conducts *consular evaluations*, special inspections, and follow up reviews.
- c. The **Office of Investigations (OIG/INV)** is headed by the Assistant Inspector General and Deputy Assistant Inspector General for Investigations. The OIG/INV:
 - (1) Receives complaints, information, and allegations relating to violations of law, rules, or regulations; mismanagement, gross waste of funds, or abuse of authority; or substantial and specific dangers to the public health and safety; and
 - (2) Conducts criminal, civil, and administrative investigations of Department of State employees, contractors, and grantees.
- d. The **Office of Security and Intelligence Oversight (OIG/SIO)** is headed by the Assistant Inspector General and Deputy Assistant Inspector General for Security and Intelligence Oversight. The OIG/SIO:
 - (1) Conducts, supervises, and coordinates audits of the *security and intelligence* functions, operations, and activities of the Department and Foreign Service posts;
 - (2) Conducts regular *security and intelligence* inspections of Foreign Service posts and the bureaus, operating units, programs, and functions of the Department; and

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- (3) Conducts special security reviews, follow-up reviews, and *analyses*.
- e. The **Office of International Broadcasting Oversight (OIG/IBO)** is headed by the Assistant Inspector General for International Broadcasting Oversight. OIG/IBO conducts, supervises, and coordinates audits and inspections of the functions, operations, and activities relating to international broadcasting and the Broadcasting Board of Governors.
- f. The **Office of Information Technology (OIG/IT)** is headed by the Assistant Inspector General and Deputy Assistant Inspector General for Information Technology. OIG/IT:
- (1) Conducts, supervises, and coordinates audits and inspections of the information systems and activities of the Department and posts abroad; and
 - (2) Directs all internal OIG information systems activities.
- g. The **Office of Administration (OIG/ADM)** is headed by the Assistant Inspector General for Administration. OIG/ADM is responsible for:
- (1) Planning and directing all budget and financial activities;
 - (2) Contract/procurement administration;
 - (3) Human resource development and utilization;
 - (4) Administrative services;
 - (5) Issuance of internal OIG directives; and
 - (6) Other substantive activities necessary to support the administration of OIG's programs.
- h. The **Office of Planning, Analysis, and Results (OIG/PAR)** is headed by the Assistant Inspector General for Planning, Analysis, and Results. The OIG/PAR:
- (1) Oversees, coordinates, and integrates OIG planning activities;
 - (2) Develops, publishes and distributes OIG's strategic, performance, and annual work plans and annual performance report;
 - (3) Reviews OIG recommendations for consistency, significance, and expected results and tracks their resolution and implementation;
 - (4) Analyzes OIG reports, recommendations, and the results of other relevant activities for patterns and trends meriting OIG attention;

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and

(5) Maintains OIG's compliance analysis and project tracking systems.

i. The **Office of Congressional and Media Affairs, Policy, and Outreach (OIG/CPO)** is headed by the Assistant Inspector General for Congressional and Media Affairs, Policy, and Outreach. The OIG/CPO:

(1) Publishes and distributes to Congress the OIG Semiannual Report, OIG audit and inspection reports, and other OIG reviews;

(2) Reviews and tracks legislation;

(3) Oversees preparation of congressional testimony;

(4) Responds to requests from the Congress and the media; and

(5) Conducts special studies and projects to support the Inspector General's role on the President's Council on Integrity and Efficiency, the Management Control Steering Committee, and other OIG-wide initiatives.

g. The **Office of Counsel (OIG/OC)** is headed by the Counsel and Deputy Counsel. The OIG/OC:

(1) Provides legal services to the Inspector General, the Deputy Inspector General, and other OIG offices;

(2) Responds to Freedom of Information Act and Privacy Act requests; and

(3) Serves as liaison with the Legal Adviser of the Department and, on OIG matters, with the Department of Justice.

1 FAM 054 THROUGH 059 UNASSIGNED

1 FAM 050 Exhibit 051.3

U.S. DEPARTMENT OF STATE & BROADCASTING BOARD OF GOVERNORS
OFFICE OF INSPECTOR GENERAL (OIG)

(TL:ORG-111; 05-28-2002)

