



August 19, 2025

MEMORANDUM FOR: DEAN HEYL
Assistant Secretary
for Administration and Management

KEVIN BROWN
Acting Chief Financial Officer

A handwritten signature in blue ink that reads "Laura B. Nicolosi".

FROM: LAURA B. NICOLOSI
Assistant Inspector General
for Audit

SUBJECT: Risk Assessment of the U.S. Department of Labor's
Charge Card Programs,
Project No. 22-P25-006-50-598

Please be advised the Office of Inspector General (OIG) has contracted with the independent certified public accounting firm KPMG LLP to conduct a risk assessment of the U.S. Department of Labor's charge card programs per the Government Charge Card Abuse Prevention Act of 2012. The act requires the OIG to perform periodic risk assessments of the agency's purchase cards, combined integrated card programs, and travel card programs to analyze the risks of illegal, improper, or erroneous purchases.

We will contact your audit liaison to schedule an entrance conference to discuss the risk assessment's objective, scope, methodology, and timeframes. We plan to begin work immediately after the meeting and would appreciate you notifying appropriate agency officials of our plans.

cc: Braye Cloud
Deputy Assistant Secretary
Office of Administration and Management

Neil Starzynski
Audit & Enterprise Risk Management Liaison
Office of the Chief Financial Officer