



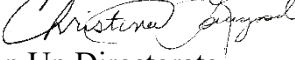
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

OFFICE OF
INSPECTOR GENERAL

October 26, 2021

MEMORANDUM

SUBJECT: Notification of Audit:
Toxic Substances Control Act's New Chemicals Review Process
Project No. OA-FY22-0025

FROM: Tina Lovingood, Director 
Pollution Control and Clean Up Directorate
Office of Audit

TO: Michal Ilana Freedhoff, Assistant Administrator
Office of Chemical Safety and Pollution Prevention

The Office of Inspector General for the U.S. Environmental Protection Agency plans to begin fieldwork on an audit of EPA's process for conducting reviews of new chemicals under the Toxic Substances Control Act. This audit is self-initiated based on OIG's oversight plan for fiscal year 2022 and to address complaints submitted to the OIG Hotline. This audit also addresses the following fiscal year 2022 top management challenge for the Agency: ensuring safe use of chemicals.

OIG's objective is to determine the extent to which EPA is using and complying with applicable records-management requirements, quality-assurance requirements, and employee performance standards to review and approve new chemicals under the Toxic Substances Control Act to manage human health and environmental risks. We plan to conduct work with the Office of Chemical Safety and Pollution Prevention in EPA headquarters. Applicable generally accepted government auditing standards will be used in conducting our audit. The anticipated benefits of this audit are improved operational efficiency and greater human health and environmental protections.

We will contact you to arrange a mutually agreeable time to discuss our objectives. We would also be particularly interested in any areas of concern that you may have. We will answer any of your questions about the audit process, reporting procedures, methods used to gather and analyze data, and what we should expect of each other during the audit. Throughout the audit, we will provide updates on a regular basis.

To expedite our audit, please provide us with the following information at or before our entrance conference:

- Any training materials, handbooks, or other materials related to the review of new chemicals.
- Resource allocations for the New Chemicals Review Program for fiscal years 2018 through 2021.

- Scopes of work for any contracts related to the new chemicals review process.
- Any Office of Chemical Safety and Pollution Prevention guidance under which products developed during the review of new chemicals would constitute records and how the records should be managed.
- New Chemicals Review Program organization charts before and after the October 2020 reorganization.

We respectfully note that OIG is authorized by the Inspector General Act of 1978, as amended, to have timely access to personnel and all materials necessary to complete its objectives. Similarly, EPA Manual 6500, *Functions and Activities of the Office of Inspector General* (1994), requires that each EPA employee cooperate with and fully disclose information to OIG. Also, Administrator Michael S. Regan, in an April 28, 2021 email message to EPA employees, conveyed his “expectation that EPA personnel provide OIG timely access to records or other information” and observed that “full cooperation with the OIG is in the best interest of the public we serve.” We will request that you immediately resolve the situation if an Agency employee or contractor refuses to provide requested materials to OIG or otherwise fails to cooperate with OIG. We may report unresolved access matters to the administrator and include the incident in the *Semiannual Report to Congress*.

We will post this memorandum on our public website at www.epa.gov/oig.

cc: Janet McCabe, Deputy Administrator
 Dan Utech, Chief of Staff, Office of the Administrator
 Wesley J. Carpenter, Deputy Chief of Staff, Office of the Administrator
 Jake Li, Deputy Assistant Administrator for Chemical Safety and Pollution Prevention
 Janet Weiner, Senior Audit Advisor, Office of Chemical Safety and Pollution Prevention
 Andrew LeBlanc, Agency Follow-Up Coordinator
 José Kercado, Backup Agency Follow-Up Coordinator
 Lindsay Hamilton, Associate Administrator for Public Affairs
 Lance McCluney, Director, Office of Administrative and Executive Services, Office of the Administrator
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