

***NATIONAL WEATHER SERVICE POLICY DIRECTIVE 1-6
JULY 25, 2016***

***Administration and Management
External Inquiries/Internal Audits***

NOTICE: This publication is available at: <http://www.nws.noaa.gov/directives/>.

OPR: W/CFO2 (L. Love)

Certified by: W/CFO/CAO (J. Potts)

Type of Issuance: Routine

SUMMARY OF REVISIONS: This directive supersedes NWSPD 1-6 “*External Inquiries/Internal Audits*”, dated October 15, 2003. Changes made to reflect the NWS Headquarters reorganization effective April 1, 2015. No Content Changes were made.

1. The National Weather Service (NWS) is required to respond to external inquiries and internal audits in accordance with regulations promulgated by Federal agencies including policies set by the General Accounting Office (GAO), Department of Justice (DOJ), Department of Commerce (DOC), National Oceanic & Atmospheric Administration (NOAA), and applicable laws. These inquiries and audits are conducted by the Office of the Inspector General (OIG) or the GAO. This also includes Freedom of Information Act (FOIA) requests from the public, the annual Management Control Review (MCR), and activities associated with the Office of Management and Budget (OMB) Circular No. A-76 - Performance of Commercial Activities.
2. The purpose of this policy is to ensure NWS complies with Federal laws and regulations, and departmental policies and procedures when responding to external inquiries and internal audits.
3. This policy directive establishes the following responsibilities:
 - 3.1 The Assistant Administrator for the National Weather Service has delegated responsibility to the Chief Financial Officer/Administrative Officer (CFO/CAO) for ensuring that Headquarters, Regional, and Staff Office Directors (NWS Directors) respond to external inquiries and internal audits. The CFO/CAO issues NWS-wide external inquiry and internal audit procedures and maintains a record of inquiries and audits.
 - 3.2 Headquarters and regional office directors will respond to external inquiries and internal audits, within their organization as delegated by the CFO/CAO.
 - 3.3 Redlegation levels are assigned under each program area procedure directive listed in Attachment 1, when applicable.

4. This policy directive is supported by the references and glossary of terms listed in Attachment 1.

Signed
Louis W. Uccellini
Assistant Administrator for Weather Services

July 11, 2016
Date

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Procedural Directives

NWS 1-601 - Office of Inspector General Procedures
NWS 1-602 - General Accounting Office Procedures
NWS 1-603 - Freedom of Information Act Procedures
NWS 1-604 – Competitive Sourcing (OMB Circular A-76)
NWS 1-605 - Management Control Reviews

Supporting Information

Inspector General Act of 1978
Freedom of Information Act - 5 U.S.C. 552 (1994 and Supp. IV 1998)
Freedom of Information Act Guide & Privacy Act Overview
Department of Commerce Internal Control Handbook, Chapter 7 - Internal Control Reviews
General Accounting Office - GAO/AMID-00-21.3.1 - Standards for Internal Control in the Federal Government
Office of Management and Budget (OMB) Circular No. A-76 (Revised) - Performance of Commercial Activities

Glossary

Freedom of Information Act (FOIA) - FOIA generally provides that any person has a right, enforceable in court, to obtain access to federal agency records, except to the extent that such records (or portions of them) are protected from disclosure by one of nine exemptions or by one of three special law enforcement record exclusions.

Management Control Review (MCR) - a thorough examination of the controls that are in place within a given program or activity to determine their effectiveness in helping to achieve management goals.

Web sites

Department of Commerce, Office of the Inspector General web site -
<http://www.oig.doc.gov>

NOAA, Office of Finance and Administration, Audit, Internal Control, and Information Management web site -
<http://www.rdc.noaa.gov/facmd/liaison.html>

Office of Management and Budget (OMB)
<https://www.whitehouse.gov/omb/>