

## OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE THE REPORT

As shown in Appendix II, the JMD agreed with all of our recommendations and has planned corrective actions that we believe will enhance the control over weapons and laptop computers in the Department. Therefore, all 13 recommendations are resolved and a summary of the actions necessary to close each recommendation appears below.

### Recommendation Number:

1. **Resolved.** To close this recommendation, please provide us with the results of the study on the ratio of weapons per agent/officer, which is anticipated to be completed in February 2003. In the interim, please provide us with status reports on the commencement and conduct of the study.
2. **Resolved.** In order to close this recommendation, please provide us with the revised JPMR that includes the requirement for integration and reconciliation of the accounting and property management systems. In addition, please provide us with your plans to ensure component compliance with the new regulation.
3. **Resolved.** This recommendation can be closed when we receive a copy of the interim policy prohibiting the use of credit cards to purchase weapons at the local level. Further, following your coordination with the credit card vendor, please provide us with the plans to tighten the controls over credit card purchases for weapons.
4. **Resolved.** To close this recommendation, please provide us with the new policy for securing weapons, particularly in vehicles.
5. **Resolved.** This recommendation can be closed when we receive the revised JPMR reflecting the definition of controlled personal property that has been expanded to include weapons of all types (including stun guns and stun belts) and all items with data storage capability.
6. **Resolved.** In order to close this recommendation, please provide us with: (1) the new JPMR requirement for components to report their physical inventory activities to the JMD Property Office, and (2) the performance criteria and measurements that have been implemented to ensure the accuracy of future physical inventories.

7. **Resolved.** To close this recommendation, please provide us with the revised JPMR that includes the requirement for weapons and other sensitive items to be physically inventoried on an annual basis.
8. **Resolved.** This recommendation can be closed when we receive your plan of action to implement technology in managing property and specific actions to promote the use of advanced technologies within the components. In addition, please inform us if the USMS physical inventory scheduling method is viable for use elsewhere in the Department.
9. **Resolved.** To close this recommendation, please provide us with the Department standards for reporting losses of weapons and laptop computers. The standards should include, at a minimum, the reporting of weapon and laptop computer losses to NCIC. Further, the standard should address the timing of the initial written loss report, as well as the inclusion of the loss discovery date and the sensitivity of information stored on lost laptop computers.
10. **Resolved.** In order to close this recommendation, please provide us with the revised policy transferring the responsibility for review of component property losses to the JMD Property Office.
11. **Resolved.** This recommendation can be closed when we receive the new Department policies related to Boards of Survey. The new policy must, at a minimum, require the referral of all weapon and laptop computer losses and address the timing of Board reviews.
12. **Resolved.** To close this recommendation, please provide us the Departmentwide guidance that has been strengthened to ensure all property is retrieved from separating employees. This guidance is not expected to be completed for approximately six months. In the interim, please keep us informed of your progress in developing the guidance.
13. **Resolved.** This recommendation can be closed when we receive and approve a copy of the Security Inspection and Release Authority Form. In addition, please provide us with evidence that the components have received the form and have been instructed that its use is mandatory.