

| Report Type                               | Report Number | Report Title   | Report Date | Recommendation Number | Status | Recommendation Description  | Days Open | Agency Targeted Implementation Date                         |
|---|---------------|--|-------------|-----------------------|--------|---|-----------|---|
| <b>OIG AND CONTRACTED RECOMMENDATIONS</b> |               |  |             |                       |        |   |           |   |
| Audit                                     | 21-11         | Government Publishing Office Employees Detailed to Congress            | 9/17/2021   | 21-11-03              | Open   | Establish policies and procedures for the congressional detailee program to include roles and responsibilities and communications with internal and external parties.   | 934       | FY 2023   |
| Audit                                     | 21-11         | Government Publishing Office Employees Detailed to Congress            | 9/17/2021   | 21-11-04              | Open   | Assess and leverage available automated technologies to manage the Congressional Detailee workhours to include, but not limited to, tracking, reconciling, validating, approving, and transmitting hours worked for billing purposes.   | 934       | FY 2023   |
| Inspection                                | 22-06         | GPO Organizational Transformation Evaluation                           | 5/19/2022   | 22-06-06              | Open   | Establish and implement clear customer satisfaction standards and metrics for all GPO organizational units. Include customer satisfaction standards and metrics in all organizational unit strategic plans. Identify, document, and implement improvements based on customer feedback.  | 690       | 9/30/2024   |
| Inspection                                | 22-06         | GPO Organizational Transformation Evaluation                           | 5/19/2022   | 22-06-12              | Open   | Incorporate business unit-level progress toward execution of strategic plans in an Executive-level monitoring tool, such as the GPO Executive Dashboard.  | 690       | 9/30/2023   |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-02              | Open   | Develop PIAs for the five untracked PII systems identified: HC Dashboard, APEC ABTC, DC One Card ID, Pentagon Contractors ID Card, and TWIC*.   | 619       | 8/31/2023   |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-04              | Open   | Implement a process to conduct BU PII inventories and share the results with the Privacy Officer.   | 619       | OIG requests supporting docs to support closure (10/31/22). |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-05              | Open   | Conduct biennial Privacy Compliance Reviews in accordance with GPO's Privacy Program directive.   | 619       | 10/31/2023  |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-06              | Open   | Review all stored records to identify and mark which records contain or may contain PII.  | 619       | OIG requests supporting docs to support closure (11/30/22). |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-08              | Open   | Update the PIRT Framework and Procedures to incorporate the guidance for incident response plans from NIST Special Publication 800-122 and include comprehensive guidance, such as:<br>a) defining team member roles and responsibilities<br>b) defining key terms<br>c) developing communication templates<br>d) ensuring notification of the appropriate individuals and organizations by identifying points of contact, including external entities, and how to contact them.  | 619       | 7/31/2023   |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-09              | Open   | Update the PIHG to incorporate the guidance for incident response plans from NIST Special Publication 800-122 including comprehensive guidance, such as:<br>a) ensuring the proper notification of the appropriate individuals and organizations when evaluating and responding to a suspected PII breach, by identifying points of contact, including external entities, and how to contact them<br>b) stating what information is to be provided to US-CERT and the reporting method, such as through a phone call, email, or a website<br>c) stating how to document that the information was reported to US-CERT.   | 619       | 9/30/2023   |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-10              | Open   | Develop and/or identify the one definitive method to report suspected PII breach incidents.   | 619       | 3/30/2023   |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-12              | Open   | Implement a central training method to ensure employees and contractors receive PII training before accessing GPO's information system. This method should include reassigning the responsibility for annual training to a single BU, likely Information Technology, and assigning BUs with the responsibility for specialized PII training.  | 619       | 3/31/2023   |
| Inspection                                | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-13              | Open   | Update the Privacy Program directive to reflect changes resulting from these recommendations.   | 619       | End of FY 2023  |
| Audit                                     | 23-06         | Payments to Employees Covered by the Federal Employee Compensation Act | 6/5/2023    | 23-06-02              | Open   | Develop and implement written standard operating procedures to include but not limited to establishing clear roles and responsibilities for employees who are accountable for the Workers' Compensation Program to:<br>1. Ensure only eligible claimants receive continuation of pay benefits and any previously provisioned continuation of pay is rescinded when the Federal Employees' Compensation Act claim is formally denied by the Department of Labor.<br>2. Monitor and track all workers' compensation-related activities recorded in the Government Publishing Office time and attendance system and take timely actions to remedy ineligible activities under Federal Employees' Compensation Act.<br>3. Standardize processes to provide a consistent approach for conducting and documenting case reviews. | 308       | 9/30/2023   |
| Audit                                     | 23-06         | Payments to Employees Covered by the Federal Employee Compensation Act | 6/5/2023    | 23-06-03              | Open   | Review and update Government Publishing Office Directive 665.5B in compliance with Government Publishing Office Directive 001.D.  | 308       | 7/31/2023   |
| Inspection                                | 23-07         | Environmental Program Inspection                                       | 6/21/2023   | 23-07-01              | Open   | Develop and implement a hazardous waste training schedule, as well as internal policies and SOPs for supervisors and staff that handle hazardous waste.   | 292       | End of 2nd Quarter 2024                                     |
| Inspection                                | 23-07         | Environmental Program Inspection                                       | 6/21/2023   | 23-07-02              | Open   | Develop and implement end-of-day cleaning procedures that are in alignment with manufacturer specifications, and verify that end-of-day cleaning is performed on all pollution prevention equipment.  | 292       | End of 2nd Quarter 2024                                     |
| Inspection                                | 23-07         | Environmental Program Inspection                                       | 6/21/2023   | 23-07-03              | Open   | Develop and implement written procedures for handling hazardous materials for day-to-day operations that could release hazardous substances.  | 292       | End of 2nd Quarter 2024                                     |

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| <b>OIG AND CONTRACTED RECOMMENDATIONS</b> |               |  |             |                       |        |   |           |                  |
| Inspection                                | 23-08         | Top 10 Safety Hazards Program Inspection | 9/28/2023   | 23-08-02              | Open   | Develop documented guidance to prioritize and address the Top 10 Safety Hazards. This could be a short checklist, or it could be a more extensive standard operating procedure.   | 193       | 12/31/2023       |
| Inspection                                | 23-08         | Top 10 Safety Hazards Program Inspection | 9/28/2023   | 23-08-03              | Open   | Complete a Master Plan to address all of the buildings' needs for the next 10-20 years or more, beyond the current project-specific "Facilities Management Master Plan," and use the Master Plan to prioritize projects.  | 193       | 9/30/2024        |
| Investigation                             | 24-0001-1     | OIG Report of Investigation              | 2/15/2024   | 2                     | Open   | GPO Security Services draft and implement a comprehensive rights advisement policy.   | 53        | 9/30/2024        |
| Investigation                             | 24-0001-1     | OIG Report of Investigation              | 2/15/2024   | 2                     | Open   | GPO Security Services ensure that UPB law enforcement officers maintain proficiency on rights advisements and are provided a legal refresher review of the most recent court decisions and legislative changes to the laws that are applicable to law enforcement officers. | 53        | 2/29/2024        |
| Inspection                                | 24-02         | GPO Indoor Air Quality Inspection        | 2/14/2024   | 24-02-01              | Open   | Perform identified needed repairs to chiller #1.  | 54        | 3/31/2025        |
| Inspection                                | 24-02         | GPO Indoor Air Quality Inspection        | 2/14/2024   | 24-02-02              | Open   | Fully assess the operational condition of the chiller plant and establish a replacement plan as warranted.  | 54        | 3/31/2026        |
| Inspection                                | 24-02         | GPO Indoor Air Quality Inspection        | 2/14/2024   | 24-02-03              | Open   | Develop a plan to address and possibly replace the old and dirty air ducts. If duct replacement is not an option, develop a comprehensive cleaning schedule to address this concern.  | 54        | End of FY 2025   |
| Inspection                                | 24-02         | GPO Indoor Air Quality Inspection        | 2/14/2024   | 24-02-04              | Open   | Update or prepare schematics to reflect the current locations of all ventilation and air cleaning components.   | 54        | 11/30/2025       |
| Inspection                                | 24-02         | GPO Indoor Air Quality Inspection        | 2/14/2024   | 24-02-05              | Open   | Develop and implement a comprehensive renovation plan for the ventilation and air cleaning system at the GPO Central Complex in accordance with the pending building utilization plan.  | 54        | TBD - long term. |
| Inspection                                | 24-02         | GPO Indoor Air Quality Inspection        | 2/14/2024   | 24-02-06              | Open   | Implement a proactive air sampling program in accordance with ASHRAE design limits and a lead testing program in accordance with GPO Directive 670-52A and communicate results as appropriate with Facilities Management.   | 54        | 9/30/2024        |
| Audit                                     | 24-03         | GPO Telework Program                     | 3/15/2024   | 24-03-01              | Open   | Take appropriate actions to remedy the salary overpayments to the remaining four identified remote workers.   | 24        | 5/30/2024        |
| Audit                                     | 24-03         | GPO Telework Program                     | 3/15/2024   | 24-03-02              | Open   | Update the transit benefits agreement form to include the employee's work schedule, including the number of days the employee plans to be in office, and the commuting cost breakdown.  | 24        | 12/31/2024       |
| Audit                                     | 24-03         | GPO Telework Program                     | 3/15/2024   | 24-03-03              | Open   | Direct Agency's program offices that have operational interests in telework activities to coordinate, develop, and implement detailed standard operating procedures to expand on Directive 645.19C.   | 24        | 9/30/2024        |
| Audit                                     | 24-03         | GPO Telework Program                     | 3/15/2024   | 24-03-04              | Open   | Assess the Human Capital Dashboard's capabilities to streamline and automate new (or changes to) telework agreements based on personnel changes such as a change in supervisor, official or alternate duty station, position, and employee eligibility.                     | 24        | 9/30/2024        |
| Audit                                     | 24-03         | GPO Telework Program                     | 3/15/2024   | 24-03-05              | Open   | Develop processes to ensure employees and supervisors complete mandatory annual training for the telework program as required.  | 24        | 9/30/2024        |
| Audit                                     | 24-03         | GPO Telework Program                     | 3/15/2024   | 24-03-06              | Open   | Establish telework policies and procedures for employees who did not receive positive annual performance evaluations to include roles and responsibilities and communication plans to GPO employees.  | 24        | 9/30/2024        |

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| Audit                                     | 24-03         | GPO Telework Program | 3/15/2024   | 24-03-07              | Open      | Develop and implement policies and detailed standard operating procedures to establish clear roles and responsibilities for employees and supervisors in the Transit Benefits Office. The procedures should also identify how and when tasks are to be accomplished. | 24        | 9/30/2024   |
| Audit                                     | 24-03         | GPO Telework Program | 3/15/2024   | 24-03-08              | Open      | Develop procedures to maintain a complete and accurate database of employee transit benefits. Assess and leverage opportunities to incorporate automation to improve efficiencies in processes.  | 24        | 12/31/2024  |
| Audit                                     | 24-03         | GPO Telework Program | 3/15/2024   | 24-03-09              | Open      | Develop processes to ensure that employees recertify their transit benefits amount annually as required.   | 24        | 12/31/2024  |
|   |               |                      |             | <b>Total Open</b>     | <b>37</b> |  |           |             |

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| <b>RECOMMENDATIONS CLOSED THIS QUARTER</b> |               |  |             |                       |          |   |           |             |
| Inspection                                 | 22-07         | GPO Privacy Program Inspection   | 7/29/2022   | 22-07-03              | Closed   | Identify the mechanism to document confidentiality impact levels and document the confidentiality impact levels for all GPO PII systems.  | 539       | 1/19/2024   |
| Audit                                      | 23-06         | Payments to Employees Covered by the Federal Employee Compensation Act | 6/5/2023    | 23-06-01              | Closed   | Take appropriate actions to remedy the remaining improper payments of \$25,111 identified in this audit.  | 262       | 2/22/2024   |
| Inspection                                 | 21-09         | Evaluation of GPO's Suspension and Debarment Program                   | 7/6/2021    | 21-09-04              | Closed   | Update internal S&D directives, policies, procedures, guidance, and controls to include:<br>a) Timeframes for various steps in processing suspension and debarment referrals, including, but not limited to, timeframes for the initial review and the final decision, and a requirement to document deviations from the established timeframes.<br>b) Quality control checks for the various steps in the suspension and debarment process, including, but not limited to, the complete official record, reconciliation of exclusion information, and duration of suspension and debarment periods.<br>c) Reviewing SAM (and the Exclusion List, if FAR Subpart 9.4 is not adopted) both after opening bids or proposals and | 961       | 2/22/2024   |
| Inspection                                 | 22-06         | GPO Organizational Transformation Evaluation                           | 5/19/2022   | 22-06-14              | Closed   | Develop for Acquisition Services and Human Capital, an automation plan outlining GPO's ongoing efforts and way-forward to make processes more efficient, effective and accountable.   | 644       | 2/22/2024   |
| Inspection                                 | 22-06         | GPO Organizational Transformation Evaluation                           | 5/19/2022   | 22-06-17              | Closed   | Conduct a strategic, enterprise-wide, and forward-looking forecasting initiative to discern where GPO needs to be in the next decade and beyond.  | 644       | 3/18/2024   |
|  |               |  |             | <b>Total Closed</b>   | <b>5</b> |   |           |             |