



**U.S. International Trade Commission
OFFICE OF INSPECTOR GENERAL**



SEMIANNUAL REPORT TO CONGRESS

April 1, 2023 – September 30, 2023





UNITED STATES INTERNATIONAL TRADE COMMISSION

WASHINGTON, DC 20436

November 27, 2023

Message from the Chairman

In accordance with the Inspector General Act of 1978, as amended, 5 U.S.C. App. 3 (IG Act), the U.S. International Trade Commission (“USITC,” or “Commission”) transmits the USITC Inspector General Semiannual Report for the April 1, 2023, to September 30, 2023, period.

The Commission appreciates the Inspector General’s continuing efforts to ensure the effectiveness, efficiency, and integrity of the Commission’s operations. Our agency has benefitted significantly from the Inspector General’s analysis of our operations. The Office of Inspector General continually provides valuable assistance to the Commission and its staff throughout the year.

The Semiannual Report identifies the agency’s top management and performance challenges from the Inspector General’s perspective. The Commission agrees with the Inspector General’s assessment of these challenges. The Commission appreciates the significant efforts made by Commission staff to address these challenges and the Inspector General’s acknowledgement of the progress our management team has made responding to these challenges.

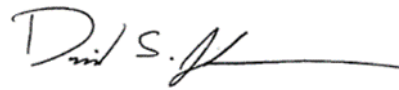
Actions Taken on IG Recommendations from Prior Year Reports

The Commission has made significant progress on several management decisions made in response to the reports issued by the Inspector General during prior years.¹ The Commission is committed to implementing all of the remaining management decisions that we have made on the Inspector General’s recommendations. The Commission is proud to report that it has completed corrective action on all management decisions from prior reporting periods.

¹ See Table C of Appendix A: Chairman’s Statistical Tables.

We attach the statistical tables required under the IG Act as Appendix A to this report.

Sincerely,

A handwritten signature in black ink, appearing to read "David S. Johanson", with a long horizontal flourish extending to the right.

David S. Johanson

Chairman



UNITED STATES INTERNATIONAL TRADE COMMISSION

WASHINGTON, DC 20436

October 30, 2023

IG-VV-014

Commissioners:

I am pleased to present this Semiannual Report for the period of April 1, 2023, to September 30, 2023. This report summarizes the major activities and accomplishments of the Office of Inspector General (OIG) of the U.S. International Trade Commission (USITC or Commission), and its submission is in accordance with the Inspector General Act of 1978, as amended. Section 5 of the Inspector General Act requires that the U.S. International Trade Commission transmit this report to the appropriate committees or subcommittees of Congress within 30 days of receipt.

During this semiannual period, the OIG focused on statutorily mandated work, completing three reports: (1) a review of the Commission's compliance with the Payment Integrity Improvement Act of 2019, (2) the submission of the Fiscal Year 2023 Federal Information Security Modernization Act (FISMA) metrics to the Department of Homeland Security, and (3) an audit of the USITC's fleet program. We issued six recommendations to promote the efficiency, effectiveness, and integrity of the Commission's operations. The OIG also identified a new management and performance challenge area, human capital management, noting that, like many federal agencies, the USITC faces challenges in hiring, succession planning, and the retention of a skilled workforce.

In the next reporting period, the OIG will focus on both mandated and discretionary audit work. The OIG will continue its discretionary audit of the Commission's internal rules system and initiate at least one new performance audit. In our [*Fiscal Year 2024 Annual Audit Plan*](#), we developed a list of reserve audits and reviews we would like to conduct if additional resources become available.

The OIG is taking a hybrid approach to fulfill our oversight mission, securing top internal and external talent. I am pleased to announce that in July, we hired a junior auditor and brought on a temporary detailee from the Department of Justice's Office of Inspector General. We contracted with an independent accounting firm for the FY 2024 – FY 2028

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reviews of the Commission's information security programs and practices as required by the Federal Information Security Modernization Act of 2014 (FISMA).

We continue to seek long-term solutions to meet the information technology needs and increase the technical capacity of our office. I want to particularly thank the Smithsonian OIG for providing temporary information technology support services to our office.

I appreciate the Commission's support in our efforts to provide independent oversight of the USITC's programs and operations. We look forward to working closely with the Commission and Congress to promote integrity and increase efficiency and effectiveness.

Sincerely,



Rashmi Bartlett
Inspector General

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Table 1: Reporting Requirements Index

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405(b)(1)	Description of Significant Problems, Abuses, and Deficiencies and Associated Reports and Recommendations for Corrective Action	None
405(b)(2)	Table 3: Recommendations from Prior Reports on Which Corrective Action Has Not Been Completed, Including Potential Cost Savings	13
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¹ Acquisition Improvement and Accountability Act of 2007, Pub. L. 110–181, div. A, title VIII, § 845, Jan. 28, 2008, 122 Stat. 240)

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Office of Inspector General

The U.S. International Trade Commission (USITC or Commission) established the Office of Inspector General (OIG) when the Inspector General Act (IG Act) was amended in 1988. The IG Act states that the Inspector General (IG) is responsible for conducting audits and investigations; recommending policies and procedures that promote economy, efficiency, and effectiveness of agency resources and programs; and preventing fraud, waste, abuse, and mismanagement. USITC OIG keeps the Commission and the Congress fully and currently informed of problems relating to the administration of agency programs and operations through regular reports.

Our office provides audit, evaluation, inspection, and investigative services covering all Commission programs and operations. Our mission is to promote and preserve the efficiency, effectiveness, and integrity of the Commission. We plan and conduct our activities based on several factors: requirements of laws and regulations, requests from management officials, complaints from Commission personnel, other sources, resource availability, and the Inspector General's initiative.

Semiannual Report Requirements

The IG Act requires each Inspector General to prepare a semiannual report summarizing the activities of its office for the six-month period ending March 31 and September 30 each year. We send each semiannual report to the USITC Chairman, who is required to prepare a Final Report of Action responding to the semiannual report. Finally, the USITC is required to send both reports to its appropriating and authorizing Congressional committees by May 31 and November 30 of each year.

This Semiannual Report covers USITC OIG's major accomplishments and activities from April 1, 2023, through September 30, 2023. The 18 requirements in Table 1 are specified in the IG Act or other legislation and must be included in the report.

Top Management and Performance Challenges

Each year, our office must identify and report the most significant management and performance challenges facing the Commission in the coming year and management's actions to address them. The challenges are based on oversight work by the Office of Inspector General, knowledge of the Commission's programs and operations, the Commission's strategic plan, annual management plan, enterprise risk management assessments, statements of assurance, observations, and discussions with senior leaders.

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We provided the report, *USITC Management and Performance Challenges*, [OIG-MR-24-01](#), to the Commission on October 26, 2023. The report focused on the three challenges listed in Table 2.

Table 2: Management and Performance Challenges

Management and Performance Challenges
1. Data Management
2. Internal Controls
3. Human Capital Management

Two management challenges are long-standing. The OIG first identified data management, initially known as managing data, as a challenge for the Commission in the October 2017 report, *USITC Management and Performance Challenges*. The internal controls management challenge is over eleven years old.

The new management challenge for FY 2024 is human capital management.

Internal Controls

The Government Accountability Office (GAO) publishes the [Standards for Internal Control in the Federal Government](#) (The Green Book), which provides federal government managers with the criteria for designing, implementing, and operating an effective internal control system. It defines internal control as “a continuous built-in component of operations, effected by people” and identifies five components for internal control:

1. Control Environment
2. Risk Assessment
3. Control Activities
4. Information and Communication
5. Monitoring

For an effective system of internal control, all five components must be properly designed and implemented. In addition, these components must work together in an integrated manner. The overall success of a system of internal control relies on the organization's people, processes, and technology.

The control environment is the keystone of an internal control system. The GAO’s Green Book states that one requirement of the control environment is for management to

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establish an organizational structure, assign responsibility, and delegate authority to meet the agency's objectives. In September 2015, we issued our report, [*Audit of Directives Management*](#). The audit found that the Commission's policy directives were not current and contained outdated assignments of responsibility and delegations of authority. This year, we started a new audit of the Commission's internal rules, which we expect to issue in FY 2024.

The Commission defines an internal rule as a formal rule, which establishes or provides for internal governance, organizational structure, delegations, designations, and/or internal operating policies and procedures for the Commission. The Commission assigns target dates for issuance of the internal rules. It has a general goal of issuing or updating three to four internal rules each quarter, amounting to an annual target of 12–16 internal rules each year.

As of October 2023, the Commission has 87 directives. Of these directives, nearly 40% were issued more than ten years ago. Thirty-nine historical directives in the Commission's internal rules system have not been formally updated or rescinded, representing about 45% of the total directives. Based on an analysis of internal rules issued in the past two years, we noted only 20% of the internal rules met the target issuance date. In FY 2023, the Commission issued or updated six directives, falling short of its annual target of 12–16 rules annually.

In addition to the delay in internal rule updates, the OIG — through audits and reviews — has found instances where controls are in place but not fully operational. For instance, as part of the OIG's review of the Commission's vehicle fleet program in FY 2023, we found the Commission had policies and procedures around its vehicle fleet program; however, the requirements of applicable federal fleet regulations were not adequately addressed. In the review of the Commission's charge cards, we identified areas in the purchase, travel, and fleet service card programs where controls need to be added or strengthened to ensure oversight and monitoring follow a risk-based approach, required and proper procedures are followed, and greater transparency over spending is implemented. The FY 2022 financial statement audit found issues with internal controls over the accounting for property, plant & equipment for the second year in a row. The external audit firm raised a more general concern about the Commission's internal control over financial reporting after finding multiple issues with the presentation and disclosure of the balance sheet items.

The Commission has been diligent and timely in addressing recommendations related to internal controls. However, the OIG is concerned that continued delays in updating the agency directives and repeat audit findings are symptomatic of either weak internal

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controls or a lack of monitoring of internal controls. Occasionally, we have found that Commission staff and leadership deem internal control findings insignificant or expected due to staffing limitations and, therefore, unavoidable. It is important for the Commission to design internal controls that are sustainable and appropriate for its size. Otherwise, internal controls will be less reliable and effective, and there is a risk that a preventable lapse in internal control could occur.

Data Management

The White House Office of Management and Budget (OMB) issued a memorandum (M-19-18)² outlining the Federal Data Strategy (FDS)³ in June 2019. The FDS was also included in the 2018 President’s Management Agenda. The FDS provides a framework of operating principles and best practices to help agencies achieve a consistent data infrastructure and strong data governance over the next decade. This strategy is a government-wide vision for how agencies should manage and use federal data by 2030. The FDS calls for the federal government to replicate, accelerate, and scale leading practices related to government data.

Annual action plans are issued as part of the FDS that follow an incremental maturity ladder that generally moves from **Foundational Activities** of governance, planning, and infrastructure (~2020–2022), to **Enterprise Activities** of standards, budgeting, and coordination (~2023–2025), to **Optimized Activities** of self-service analytics (~2026–2028), and finally, to **Data-Driven Activities** of proactive, evidence-based decisions and automated data improvements (~2029 and forward) (*see Figure 1*). Agencies implement the FDS by meeting required Action Steps in the yearly Action Plans following OMB guidance.

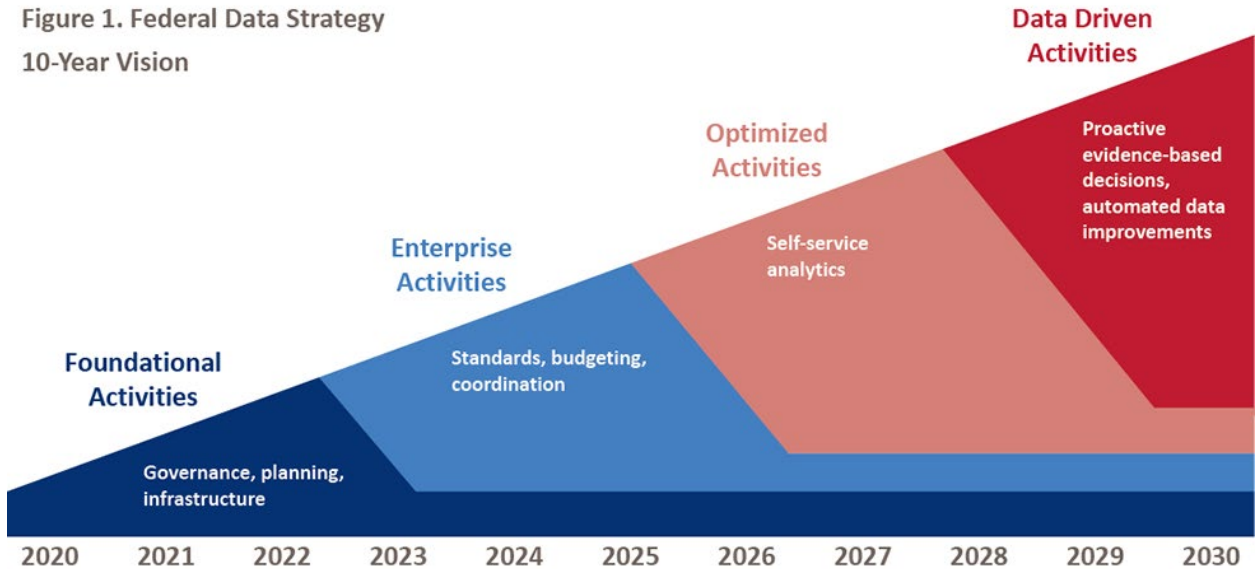
² <https://www.whitehouse.gov/wp-content/uploads/2019/06/M-19-18.pdf>

³ <https://strategy.data.gov/>

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Figure 1. Federal Data Strategy
10-Year Vision



Source : <https://strategy.data.gov/2021/action-plan/>

Using Figure 1 as an illustration, the Commission is currently involved in the **Foundational Activities** area of governance, planning, and infrastructure. The Commission is behind the projected timeline in the FDS and has not begun implementing the **Enterprise Activities**, including setting standards, budgeting, and coordinating.

The Commission's Chief Data Officer (CDO) is responsible for data governance and lifecycle data management. The CDO's portfolio of data work includes policies, guidelines, best practices, and an implementation approach aligned with the Commission's Strategic Plan as well as federal data strategies and requirements where applicable.

The CDO manages data and data assets at every stage of the data lifecycle by establishing effective standards and controls to ensure data quality, accuracy, access, and protection. For example, managing data has been added to the Commission's statements of assurance that office directors write to collect additional information about office-level activities. The office-level activities in the assurance statements largely capture standard operating procedures and asset identification/certification activities for non-core data assets.

The data management process includes a broad range of functions, such as:

- Governing how data is used and accessed.
- Collecting, processing, validating, and storing data.

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- Integrating different types of data from disparate sources, including structured and unstructured data.
- Ensuring data quality and availability, and
- Protecting and securing data and ensuring data privacy.

The Commission’s work to date has focused on the Foundational Activities of the Federal Data Strategy as shown in Table MC-1.

Table MC-1. USITC’s Data-Related Activities and Status as of October 2023

Start Date	Activity	Status
2018	Inventory and documentation of core agency applications and administrative data systems	In Process — FY 2026
2019	Data Governance Manual	In Process — FY 2024
2020	Data Governance Policy	Complete — FY 2023
2022	Schedule of data systems to be documented	In Process — No estimated completion date provided

Source: Chief Data Officer

The Commission made some incremental progress in data management in FY 2023. It completed the Data Governance Policy that was started in 2020. The Commission also recertified the inventory. Data assets were reviewed for designation as core assets. Several data systems were documented, including the Investigations Database System, Trade, Enterprise Risk Management, Customs Net Import, and Export Files.

We are encouraged by the Commission’s progress toward implementing the FDS. However, the Commission has not yet developed a multiyear data strategy, nor does it have a timeline that projects out from the present day until all activities of the FDS are implemented to determine feasibility in achieving data strategy goals with the assigned resources and pace of work. Areas with existing gaps include:

- Data management processes and governance that are not embedded into operational processes.
- Establishment of expectations around data availability, maintenance, performance, as well as the related policies and processes, and
- Controls to ensure accountability for data quality.

To make data management an enterprise-wide, shared responsibility, users will need to be trained on how the data policies and procedures relate to their day-to-day responsibilities.

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Human Capital Management

Since 2001, GAO has identified strategic human capital management as a high-risk area for the federal government. In its April 2023 report, *High-Risk Series: Efforts Made to Achieve Progress Need to Be Maintained and Expanded to Fully Address All Areas* (GAO-23-106203),⁴ GAO explained that the strategic human capital management challenge has existed as a government-wide risk area for over two decades because of the ongoing need to address pervasive skill gaps. GAO's overview of skills gaps identified examples such as skills, staffing, workforce planning, and employee engagement that contribute to the government-wide strategic human capital management challenge.

The Commission's FY 2022–2026 strategic plan emphasized human capital management under Strategic Objective 3.1: Attract, develop, and retain a skilled, diverse, and versatile workforce. The Commission also acknowledged in its Strategic Plan that succession and training plans are needed to develop world-class technical, leadership, management, and communication skills. The human capital management challenge has three essential elements: hiring, retention, and succession planning. Outside the USITC's control, the Commissioner vacancies and expired terms can impact human capital management by creating uncertainty for senior managers and staff.

Hiring

The Commission has experienced a surge in workload in recent years but has maintained stable staffing levels. To mitigate the impact of the greater workload on staff satisfaction, the Commission requested and received funds in FY 2023 to increase the number of full-time employees through recruitment and hiring efforts. However, filling vacated and new positions to meet increased organizational goals was a challenge for the Commission due to the time it takes to onboard new employees, an under-resourced human resource office, and the Commission's use of a stop-and-start reactive approach to hiring staff as departures occur and funds were available rather than a smooth, rolling cycle of hiring new staff to address workload and office needs.

The United States Office of Personnel Management (OPM) established a suggested 80-day goal for government-wide hiring.⁵ The Commission's hiring process fell short of the

⁴ *High-Risk Series: Efforts Made to Achieve Progress Need to Be Maintained and Expanded to Fully Address All Areas* (GAO-23-106203)

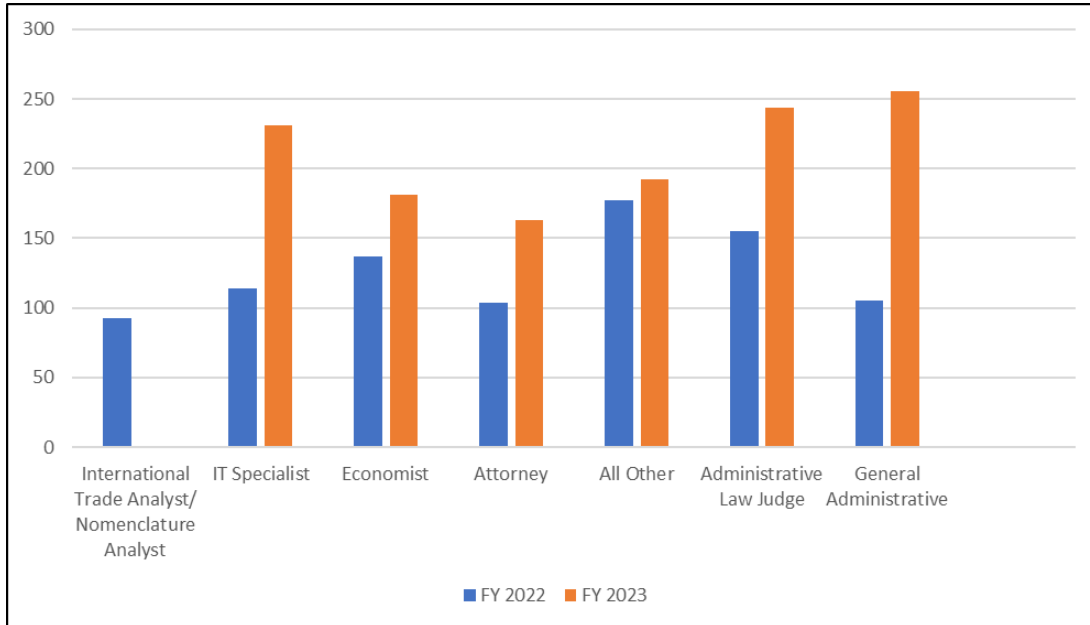
⁵ See [OPM's End-to-End Hiring Initiative](#), p.27. According to OPM, the number of days for each step within the 80-day Standard is based on agencies using end-to-end (E2E) Roadmap as an integrated strategy and agency best practices. Agencies may need to adjust the number of days for each step within the 80-days based on their particular practices and procedures.

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OPM goal by almost double. In FY 2023, the Commission took an average of 197 days to hire new staff from the Chairman’s approval of a position to onboarding, exceeding OPM’s suggested 80-day framework. As shown in Figure 2, the average time to hire varies by occupation, however, in every job series tracked, the Commission took more time to hire in FY 2023 compared to FY 2022.

Figure 2. Average Days to Hire by Occupational Series in FY 2022 and FY 2023



Source: USITC Human Resources

The Commission started FY 2023 with 403 employees. 106 recruitment actions were processed during the year, yielding a net gain of eight employees. When temporary hires are considered, the net gain is nine employees.

Table MC-2 shows the information on hiring and departure activities during FY 2023. The Commission made 43 external selections for permanent and term appointment positions and 10 internal selections for permanent and term appointments. However, there were 35 permanent and term appointment departures. Positions filled by internal hires (10) did not have an impact on the overall number of Commission staff. Temporary hires, temporary departures, and internal detail assignments were not included in the overall employee counts.⁶

⁶ In FY 2023, the Commission had four external temporary hires and three external temporary departures. It also used existing agency employees to fill four positions on temporary detail assignments.

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Table MC-2. USITC Human Capital Activity During FY 2023

Activity	Number of Employees
Employees at the Beginning of FY 2023	403
Add: New Hires	43
Less: Departures/ Turnover	35
Employees at the End of FY 2023	411

Source: USITC Human Resources

The Commission's extended hiring timeline could create challenges in securing top talent for the small agency, especially at the senior level, as candidates often pursue multiple opportunities. The Commission's 106 hiring actions in FY 2023 resulted in a net gain of eight employees. In addition to establishing a year-round hiring process that considers attrition and hiring times, the Commission may also focus improvement efforts on recruiting for positions in hard-to-fill job series.

Succession Planning

Succession planning is a proactive and systematic process where organizations identify those positions considered to be at the core of the organization — i.e., too critical to be left vacant or filled by any but the best-qualified persons — and then create a strategic plan to fill those positions with qualified and capable employees. Under 5 U.S.C 412.101, agency heads are to establish “a comprehensive management succession program to provide training to employees to develop managers for the agency”. In 2017, the U.S. Office of Personnel Management issued guidance to help agencies implement and enhance an annual leadership talent management and succession planning (TM&SP) process⁷.

The Commission's strategic plan noted “that over the next five years, a substantial portion of the agency's workforce will be eligible to retire. Approximately ten percent of the agency's workforce turns over every year.” Currently, there are 61 employees who are eligible to retire. In five years, that number will grow to 109 or approximately 25% of the current workforce level. Two of the Commission's five executives⁸ are eligible for retirement now, and four of five executives can retire by the end of FY 2028.

⁷ <https://www.chcoc.gov/content/guidance-establishing-annual-leadership-talent-management-and-succession-planning-process>

⁸ The Commission's five executive management team members are the Director of Operations, Chief Financial Officer, Chief Information Officer, Chief Administrative Officer (CAO), and General Counsel. A new CAO joined the Commission in September 2023.

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The potential for large numbers of retirements in key positions poses a risk to staffing and knowledge transfer. Knowledge transfer is particularly challenging because specialized and executive-level positions can be difficult to fill. In addition, obtaining institutional expertise on how the Commission operates can take quite some time. An influx of new executive management will particularly have an impact on the Commission.

The potential for significant change at USITC is not limited to staff and the executive team. By statute, there are to be six presidentially appointed, Senate-confirmed Commissioners, and no more than three Commissioners can be from one political party. The Commissioners' terms are set at nine years and are staggered such that a different term expires every 18 months. Commissioners on expired terms may remain in their position until new Commissioners are nominated by the President and confirmed by the Senate. USITC currently has four Commissioners, three of whom are on expired terms. The timing of nomination and confirmation of new Commissioners is outside of the agency's control.

Due to the small size of the Commission, departures at any level could have an impact. Several essential functions are performed by a single staff person without support. The Commission has not extensively studied workload distribution and staffing balance among offices Commission-wide. Absent a large pipeline of experienced employees, the departure of mission-critical and seasoned staff creates a loss of institutional knowledge. Although it will be a challenge as a small agency, it will be important to cross-train elements of key roles and develop talent as part of a succession plan where feasible.⁹

The Commission will have to remain focused on human capital management to meet its mission, navigate the challenges of inevitable staffing changes at all levels, and maintain a flexible, high-performing, and engaged workforce.

⁹ [Federal Workforce: OPM Advances Efforts to Close Government-wide Skills Gaps but Needs a Plan to Improve Its Own Capacity | U.S. GAO](#)

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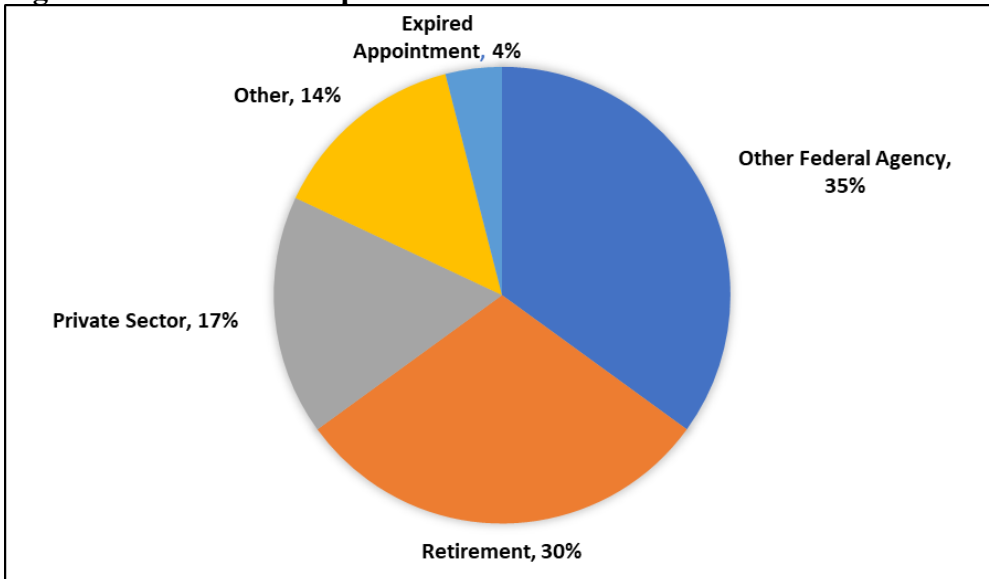
Retention

In 2017, OPM issued *Guidance on Establishing an Annual Leadership Talent Management and Succession Planning Process*. OPM defines talent management as a system that promotes a high-performing workforce, identifies and closes skills gaps, and implements and maintains programs to attract, acquire, develop, promote, and retain quality and diverse talent. Retention strategies are ultimately an investment in employees that can not only lower turnover but also improve engagement and commonly include:

- Advancement opportunities
- Training and development
- Recognition/ rewards for performance
- Workplace flexibilities
- Work-life balance

Along with hiring and succession planning, it is important for the Commission to continuously assess drivers of employee retention and refine its human capital strategy when warranted. Although the retirement tsunami predicted for many years has not materialized, agencies still face a large and ever-increasing pool of retirement-eligible employees. In addition to retirement, accomplishing more work with the same number of staff has impacted some departing staff at the Commission.

Figure 3. Reasons for Departure FY 2018 – FY 2023



Source: USITC Human Resources

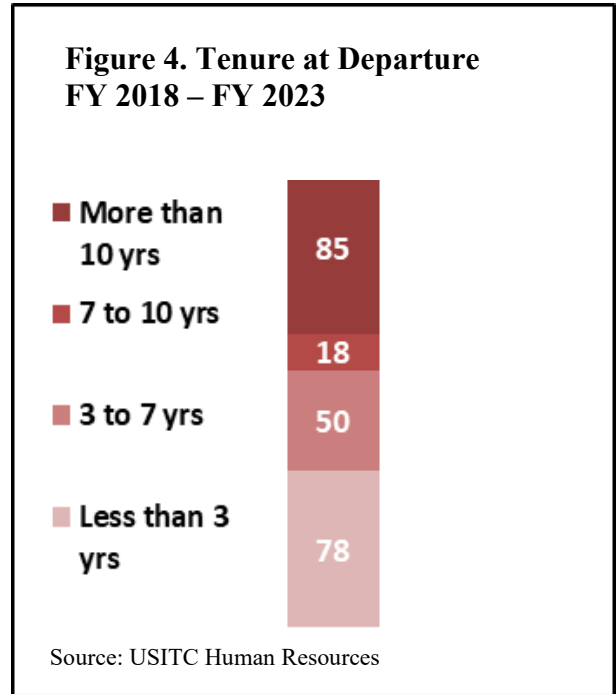
Between FY 2018 and 2023, 231 employees left the Commission. Seventy percent of former employees left the Commission for reasons other than retirement. As shown in

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Figure 3, the top three reasons over the last six fiscal years for leaving USITC are for a position at a different federal agency (35%), retirement (30%), and a position in the private sector (17%). Peaks of attrition occur in the first three years and after ten years of employment, as shown in Figure 4.

While retirement may play a role in the departures after ten years, many employees stayed at the agency for a shorter period before leaving. Between FY 2018 and FY 2023, over half of the turnover was among employees with less than seven years of tenure. 78 employees departed after less than three years. 128 out of 231 employees departed the Commission after less than seven years. According to USITC human resources, 41% of the departures in FY 2023 were at the GS-14 and GS-15 levels, leaving the Commission vulnerable to losing critical mission area knowledge and supervisory expertise. Additional analysis on why employees with a shorter tenure or at more senior levels leave USITC will help the Commission develop strategies to retain and build a skilled and knowledgeable workforce.



Prior Report Recommendations with Final Action Pending

The Inspector General identified one recommendation made before October 1, 2023, where corrective actions have not been completed before the end of the reporting period. The corrective actions were completed on October 24, 2023. The potential cost savings associated with this recommendation was not calculated.

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Table 3: Status of Reports Issued Without Final Action Made Before the Reporting Period

Report Title	# of Recs.	Mgt. Decisions	Final Action Complete	Action Not Complete
<i>Management Report: FY 2023 Charge Card Risk Assessment Report</i> (OIG-MR-23-04)	4	3	3	1

Summary of Significant Investigations Closed and Convictions

The Office of Inspector General had no significant investigations closed or convictions during the reporting period.

Inspector General Reports Issued During This Period

The Inspector General issued three reports that contained six recommendations during this reporting period. A listing of each report issued, the number of recommendations in each report, and whether a management decision has been made is provided in Table 4.

Table 4: Reports Issued from April 1, 2023 – September 30, 2023

Report Number	Report Title	Date Issued	# of Recs	Mgt Decision
OIG-MR-23-05	<i>Management Report: Improper Payment Determination for Fiscal Year 2022</i>	04/17/2023	0	N/A
OIG-MR-23-06	<i>Inspector General CyberScope Fiscal Year 2023 Submission</i>	07/27/2023	0	N/A
OIG-AR-23-07	<i>Audit of the USITC's Vehicle Fleet Program</i>	09/28/2023	6	Due 10/28/2023
Total recommendations issued during this reporting period			6	
NOTE: These reports did not identify any questioned costs, unsupported costs, or funds that could be put to better use.				

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Management Decisions for Recommendations Issued in Prior Periods

In the previous reporting period, there was one report, *Management Report: FY 2023 Charge Card Risk Assessment Report*, OIG-MR-23-04, for which all management decisions were not received within the reporting period. The corrective action could not be completed before October 1, 2023, because it pertained to a report that summarized information at the end of Fiscal Year 2023.

Federal Financial Management Improvement Act Reporting

The IG Act and the Federal Financial Management Improvement Act of 1996 (FFMIA) require the inspectors general of certain agencies to report “instances and reasons” when the agency has not met intermediate target dates established in a remediation plan to bring the agency’s financial management system into substantial compliance with the FFMIA. The Commission is not subject to the FFMIA, but voluntarily complies with most of its requirements. During this reporting period, no events gave rise to a duty to report under FFMIA.

Peer Review

The IG Act requires OIGs to report the results of peer reviews of their operations conducted by other OIGs, the date of the last peer review, outstanding recommendations from peer reviews, and peer reviews conducted by an OIG of other OIGs in the semiannual period. Peer reviews are conducted by member organizations of CIGIE.

The United States Capitol Police OIG performed the last audit peer review of our office. USITC OIG received a rating of pass. The reviewers did not make any recommendations. The [2022 peer review report](#) is posted on our website.

The USITC OIG is conducting a peer review of the National Labor Relations Board OIG. The peer review report is due in March 2023.

The Consumer Product Safety Commission OIG is scheduled to perform the next peer review of our office in Fiscal Year 2025, in accordance with the peer review schedule set by CIGIE.

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Inspector General Semiannual Report

Hotline and Investigations

Investigations and Inquiries: Overview

One of our functions is to conduct investigations and inquiries into alleged criminal, civil, and administrative wrongdoing involving Commission programs, operations, and personnel. We may investigate possible violations of federal criminal law, regulations on employee responsibilities and conduct, and other statutes and regulations covering Commission activities.

Our office primarily receives complaints through the OIG hotline, which allows Commission employees and members of the public to contact our office. The OIG reviews and analyzes each complaint received to decide the correct course of action and, as appropriate, conducts a preliminary inquiry. If the information we find during the preliminary inquiry indicates a full investigation is warranted, we will launch an investigation.

OIG Hotline Contacts

Our office maintains a hotline for reporting information about suspected waste, fraud, abuse, or other misconduct involving Commission programs or operations. The information may come to us in person; by telephone, email, or mail; or through a web-based form. Complaints may also be made anonymously. When requested, we will endeavor to keep a provider's identity confidential.

We receive complaints from employees, contractors, and the public involving the Commission's responsibility areas. We examine these complaints to determine whether there is any indication of Commission wrongdoing or misconduct. If the complaint does not relate to the Commission, we refer the complaint to the appropriate entity for a response. If the complaint does not have merit, we close the matter.

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Inspector General Semiannual Report

Investigative Reports

Table 5: Statistical Table of Investigative Reports and Referrals

Description	Count
Number of investigative reports issued	0
Number of persons referred to DOJ for criminal prosecution	0
Number of persons referred to State and local authorities for criminal prosecution	0
Number of indictments and criminal information resulting from any prior referrals to prosecuting authorities	0
The information in this table is derived from the Office of Inspector General's investigations.	

Investigations With Substantiated Allegations Involving Senior Government Employees

The Office of Inspector General did not issue any investigative reports substantiating allegations involving senior government employees.

Instances of Whistleblower Retaliation

The Office of Inspector General identified no instances of whistleblower retaliation during this reporting period.

Interference by the Establishment

The USITC OIG encountered no instances of attempted interference with the office's independence. There were no attempted budget constraints designed to limit the capabilities of the OIG during this reporting period and no attempted instances where the establishment resisted or objected to oversight activities of the OIG or restricted or significantly delayed access to information. The USITC OIG did not make any reports under section 406(c)(2) during this reporting period.

U.S. International Trade Commission

Inspector General Semiannual Report

Summary of Reports Not Disclosed to the Public

Inspections, Evaluations, and Audits

The Office of Inspector General did not issue any inspections, evaluations, or audits that were not disclosed to the public during this reporting period.

Investigations

The Office of Inspector General did not conduct any investigations involving senior Government employees that were closed and not disclosed to the public during this reporting period.

Legislation Review

We reviewed legislation and/or regulations both individually and in coordination with CIGIE.

Council of the Inspectors General on Integrity and Efficiency

The Council of Inspectors General on Integrity and Efficiency (CIGIE) was established by law as an independent entity by the Inspector General Reform Act of 2008 (P.L. 110-409) to address integrity, economy, and effectiveness issues that transcend individual government agencies. CIGIE is comprised of Presidentially Appointed, Senate-Confirmed inspectors general and Designated Federal Entity (DFE) inspectors general.

The USITC OIG plays an active role in CIGIE's efforts. The IG became Vice Chair of CIGIE's Technology Committee in May 2023 and is also member of the Audit Committee and Cybersecurity Working Group. OIG staff participate in the Audit Committee, the Council of Counsels to the Inspectors General, the Cybersecurity Working Group, and the Legislation Committee. The Assistant Inspector General for Audit, a former CIGIE Fellow, is on the 2024–2025 CIGIE Fellowship Program management team.

Contract Audit Reports Issued to the Contracting Activity

The USITC OIG issued no audits of this type during the reporting period.

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Appendix A: Chairman's Statistical Tables

Table A: Management Decisions for Reports from Prior Periods

The table below identifies each report issued in a prior reporting period in which management decisions were received during this reporting period.

	Report	Management Decisions Made This Reporting Period	Recommendations Without Management Decisions	Disallowed Costs	Funds to Be Put to Better Use
1	NA	NA	NA	\$0	\$0
Total	NA	NA	NA	\$0	\$0

Table B: Recommendations with Final Action Completed Prior to the End of the Reporting Period

The table below provides statistical information on recommendations with questioned costs and the total dollar value of disallowed costs where final action was completed during this reporting period.

Category	Number of Recommendations	Dollar Value
Recommendations with Final Action Completed	10	\$0
<ul style="list-style-type: none"> • Disallowed Costs Recovered by Management 		\$0
<ul style="list-style-type: none"> • Disallowed Costs Written Off by Management 		\$0
<ul style="list-style-type: none"> • Disallowed Costs and Funds to be Put to Better Use Not Yet Recovered or Written Off by Management 		\$0
Recommendations that Management has Concluded Should Not or Could Not be Implemented or Completed	0	\$0

U.S. International Trade Commission

Appendix A: Chairman's Statistical Tables

Table C: Status of Reports Issued Prior to This Reporting Period

The table below provides information on the number of reports with questioned costs along with the total dollar value of disallowed costs and funds to be put to better use as identified in the management decision. In cases where a management decision has not been received, the dollar value shown is the amount identified in the report.

Status	Number of Reports	Disallowed Costs	Funds to be Put to Better Use
Reports Issued Prior to This Reporting Period With Final Action Completed This Reporting Period	2	\$0	\$0
Reports Issued Prior to This Reporting Period Without Final Action Completed	1	\$0	\$0
Total	3	\$0	\$0

Table D: Reports with Management Decisions Without Final Action

The table below identifies each report from prior periods, where management decisions were made, but final action has not been taken.

Report	Date Issued	Reason Final Action has Not Been Taken
NA	NA	NA
Note: One report was excluded because management decisions were made within the preceding year.		



**U.S. International Trade Commission
Office of Inspector General
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REPORT WASTE, FRAUD, ABUSE, OR MISMANAGEMENT

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