



Memorandum

U.S. Department of
Transportation

Office of the Secretary
of Transportation

Office of Inspector General

Subject: INFORMATION: Notification of Audit of
Strategic Workforce Issues in the
Federal Highway Administration
Project No. 04M3004M000

Date: April 27, 2004

From: Debra S. Ritt
Assistant Inspector General for
Surface and Maritime Programs

Attn of: JA-40

To: Federal Highway Administrator

The Office of Inspector General plans to begin an audit of strategic workforce issues in the Federal Highway Administration's (FHWA) Federal-aid division offices. In recent years, FHWA has established various taskforces to address its workload, oversight and future workforce planning. Also, Congress directed FHWA to evaluate staff disciplines and skills and to develop a more multidisciplinary workforce to perform oversight activities.

We are initiating an assessment of FHWA's workforce needs and progress toward obtaining a multidisciplinary workforce capable of performing program and project oversight. As part of the assessment, we will administer a Web-based questionnaire to Federal-aid division office employees and conduct audit work at FHWA Headquarters and Division offices, to be determined during the audit. The purpose of the questionnaire is to obtain employee views on current work activities, how their future workload is expected to change, and the workforce disciplines and tools needed to perform program and project oversight activities.

We plan to begin the audit immediately, and will contact your audit liaison to schedule a formal entrance conference. The Program Director for this audit is Gary Lewis and the Project Manager is Allan Reid.

If I can answer any questions or be of further assistance, please contact me at (202) 493-0331 or Gary Lewis at (817) 978-3318.

cc: Audit Liaison, OST
Audit Liaison, FHWA