



DEPARTMENT OF THE AIR FORCE
AIR FORCE AUDIT AGENCY

2 August 2004

MEMORANDUM FOR SEE DISTRIBUTION

FROM: AFAA/FS
5023 4th Street
March ARB CA 92518-1852

SUBJECT: Audit Subject, 2005 Base Realignment and Closure – Joint Action Scenario Team (JAST) Data Collection (F2004-FB4000-2229.000)

1. Audit application for the subject audit, which was not included in the current fiscal year audit plan, will begin during August 2004 and we expect to complete it by September 2004. This audit is another in a series of audits the Air Force Audit Agency is conducting to validate the Air Force 2005 Base Realignment and Closure process as directed by the Secretary in his memorandum, *2005 Base Realignment and Closure (BRAC 2005)*, 26 November 2002.
2. The overall objective is to assess the reliability of responses to Data Call 9 submitted by the bases, through the major commands and Air Staff, to the Joint Action Scenario Team for its use in the 2005 base realignment and closure process. Specifically, the audit will determine whether Air Force personnel:
 - a. Properly secure, process, and certify data in accordance with the Air Force BRAC 2005 Internal Control Plan.
 - b. Provide valid data and adequate documentation to support responses.
 - c. Verify consistency of responses across Air Force activities.
3. Selected audit locations will include HQ Air Force and locations under Air Combat Command; Air Education and Training Command; Air Force Materiel Command; Air Force Space Command; Air Force Special Operations Command; Air Mobility Command; Pacific Air Forces; Air National Guard; Air Force Reserve Command; and Air Force Medical Operations Agency. Locations to be visited within these commands will be notified by the responsible audit team 5 days prior to start of audit work per the SAF/IEB memorandum, Audit Guidelines for the 2005 BRAC Process, 21 November 2003. Please let us know if a detailed review could potentially impact any ongoing or planned deployments, exercises, or other extraordinary activities.

4. To ensure the audit provides useful results we ask that you identify the following:
 - a. Ongoing or planned changes impacting the audit, including any corrective actions planned or in process as a result of management internal control reviews.
 - b. Names, office symbols, telephone numbers, and e-mail addresses of your points of contact.
5. Please have your staff provide any comments to the Audit Manager, Sandra (Sam) Patricola, AFAA/FSC-B, 1500 Wilson Blvd, Ste 210, Arlington VA 22209-2404; DSN 426-3684; email: Sam.Patricola@pentagon.af.mil; by 16 August 2004, with an information copy to SAF/AGA (Pentagon). MAJCOMs and field operating agencies should send a copy of their reply to their AFAA representative.



ALFRED J. MASSEY
Deputy Assistant Auditor General
(Financial and Systems Audits)

cc:
SAF/FMP (2)
SAF/LL
ODIG-AUD (AFTS)