



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

OFFICE OF THE ASSISTANT SECRETARY

MAY 17 2004

MEMORANDUM FOR HQ ACC/XP

SUBJECT: Air Force Audit Agency Review, 2005 Base Realignment and Closure - Air Force Data Call 1 (Our memo, 30 Apr 04)

There has been a change to the Air Force Audit Agency itinerary as they re-assess data collected in support of Data Call #1. The team will not travel to Fairchild AFB WA as originally stated in our referenced memo. To complete their effort, the Auditors plan to travel to one remaining ACC base, Beale AFB, LA on 20-21 May 04.

As a reminder, the Teams' objective is to determine the overall error rate after major command and Headquarters Air Force reviews by taking a quick look at the Installation Master Records in the Web-based Installation Data Gathering Entry Tool (WIDGET). Emphasis will be on accuracy, completeness, and compliance with the Air Force Internal Control Plan with focus on the following:

BRAC markings

Signed Non-Disclosure Agreements for all answerers, Functional Points of Contact (FPOC), and Trusted Agents (TA)

Certification pages signed by all required (answerer, FPOC, TA)

Certification pages with fully printed answers

Certification pages with source listed on document, with supporting documentation attached

Supporting documentation that "supports" answer

Change adjudication pages for all changes with attached supporting documentation

Please provide the name and phone number of the TAs at your location to Ms Darlene Shifflett, SAF/IEBB, Darlene.shifflett@pentagon.af.mil, DSN 222-5529 not later than 18 May 04.

GARY W. HECKMAN
Major General, USAF
Assistant DCS, Plans & Programs (BRAC)

MICHAEL A. AIMONE
Deputy Assistant Secretary
(Basing & Infrastructure Analysis)

cc:

AFAA/FSS

HQ AMC/XP