




Memorandum

To: Jeffrey R. Moreland, Chairman, Audit and Finance Committee,
Amtrak Board of Directors
Gerald Sokol Jr., Executive Vice President and Chief Financial Officer

From: Tom Howard, Inspector General 

Date: September 15, 2016

Subject: Engagement Memo— *Monitoring the Work of the Independent Public Accountant Conducting the FY 2016 Financial Statement Audit and Single Audit (Projects 016-2016 and 017-2016)*

This is to inform you that we are initiating engagements to monitor the work of the independent public accountant (IPA) performing the audits of Amtrak's (the company) Fiscal Year (FY) 2016 Consolidated Financial Statements (Project 016-2016) and Single Audit (Project 017-2016).

Our objectives are to:

- (1) determine whether the IPA performed the audit of the company's Consolidated Financial Statements in accordance with generally accepted government auditing standards issued by the Comptroller General of the United States;
- (2) determine whether the IPA performed the Single Audit in accordance with generally accepted government auditing standards issued by the Comptroller General of the United States and Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; and
- (3) monitor the company's administration and facilitation of the audits.

Our monitoring procedures are designed to provide the Board of Directors, company management, and external stakeholders with assurance that the IPA performed audits that met professional standards. At the conclusion of our work, we will provide you with letters discussing whether we found any material instances of noncompliance with generally accepted government auditing standards for either the Consolidated Financial Statements

audit or the Single Audit. We will brief you on the results of our work as it progresses and as you request.

Our work is not intended to enable us to express, and we will not express, an opinion on Amtrak's FY 2016 Consolidated Financial Statements, compliance with federal grant requirements, internal control, or conclusions on compliance with laws and regulations. The IPA is responsible for its audit reports and the conclusions expressed in those reports.

Throughout the engagement we will work with the appropriate IPA and company officials to obtain information necessary for the completion of our work. If you have any questions regarding this engagement, please contact Stephen Lord, Assistant Inspector General, Audits (stephen.lord@amtrakoig.gov, (202) 906-4600) or Earl Hedges, Senior Director, Audits (earl.hedges@amtrakoig.gov, (202) 906-4718).

cc: Anthony Coscia, Chairman, Board of Directors and Member,
Audit and Finance Committee
Christopher Beall, Member, Audit and Finance Committee
Eleanor D. Acheson, Executive Vice President, General Counsel,
and Corporate Secretary
William H. Herrmann, Vice President and Managing Deputy
General Counsel
Carol P. Hanna, Senior Vice President and Controller
Matthew L. Gagnon, Senior Director, Amtrak Controls
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