



Memorandum

To: William N. Feidt
Executive Vice President/Chief Financial Officer

From: Stephen Lord 
Assistant Inspector General, Audits

Date: June 7, 2018

Subject: Engagement Memo— Audit of the Company's Physical Security Efforts in Washington, D.C. (Project code 012-2018)

We are initiating an audit of the company's efforts to provide physical security at Washington Union Station and the Ivy City Yard. As part of this work, we plan to assess efforts to improve physical security and access controls at these facilities, including company actions taken to mitigate any weaknesses identified in prior internal security risk assessments.

During the audit, we plan to interview company officials (including frontline staff), commuter rail agencies, and federal security officials, as appropriate. We will conduct site visits and analyze company documents and data related to planning, implementing, and assessing physical security efforts specific to Washington Union Station and the Ivy City Yard, and related facilities. Our request for documents will be made as our work progresses. We also will work to minimize the impact of the audit by coordinating interviews and observations with staff in advance.

Our work will be performed in accordance with generally accepted government auditing standards. Our interactions with the company will be consistent with P/I2.1.3, which sets forth the relationship between our office and the company. In particular, section 7.0 of the policy discusses coordination between company officials and our office of audits. To view this policy, see

<http://wiki.corp.nrpc/display/APIM20/2.0+Inspector+General>

We request that your office arrange an entrance conference for us with the appropriate company officials at the earliest possible date. We will keep you advised of the status of our work and any material changes in our objective, should they occur.

Jodi Prosser will be the Audit Manager for this engagement and reports to Anne Keenaghan, Senior Director – Audits. If you have any questions about this engagement, please contact me at (202) 906-4600 (stephen.lord@amtrakoig.gov), Jason Venner, Deputy Assistant Inspector General – Audits at (202) 906-4405 (jason.venner@amtrakoig.gov), or Anne Keenaghan at (215) 349-2743 (anne.keenaghan@amtrakoig.gov).

cc: Eleanor Acheson, Executive Vice President/General Counsel & Corporate Secretary
Stephen Gardner, Executive Vice President/Chief Commercial Officer
Tim Griffin, Executive Vice President/Chief Marketing Officer
Ken Hylander, Executive Vice President/Chief Safety Officer
Scot Naparstek, Executive Vice President/Chief Operating Officer
DJ Stadtler, Executive Vice President/Chief Administration Officer
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