




Memorandum

To: Donald J. Stadler, Jr., Vice President, Operations

From: 
Calvin E. Evans, Assistant Inspector General, Inspections and Evaluations

Date: May 6, 2013

Subject: Engagement Memo—Evaluation of Amtrak’s Plans for Commissioning New Locomotive and Passenger Car Equipment (Project 010-2013)

The Office of Inspector General is initiating an evaluation to determine the extent to which Amtrak is preparing to commission new locomotives and passenger cars into service and decommission existing equipment. To accomplish this, we will review existing plans, policies, procedures, and practices, and interview key Amtrak officials responsible for financial, operations, and maintenance processes associated with commissioning and decommissioning equipment. We plan to conduct our work in Washington, D.C., and Wilmington, Delaware, but may visit additional Amtrak offices as necessary.

We plan to initiate this work immediately and will coordinate an entrance conference through Amtrak’s audit liaison. We may modify our objective during the course of the evaluation, and will keep you informed of any material changes. We will conduct this evaluation in accordance with our statutory responsibilities contained in the Inspector General Act of 1978, as amended.

Jason Venner, Joshua Moses, and Robert Dyer of my staff will conduct the evaluation. Please contact me at [Calvin.Evans@amtrakoig.gov/\(202\) 906-4507](mailto:Calvin.Evans@amtrakoig.gov/(202)906-4507) or Jason Venner, Senior Director, at [Jason.Venner@amtrakoig.gov/\(202\) 906-4405](mailto:Jason.Venner@amtrakoig.gov/(202)906-4405), if you have any questions. We appreciate your continued cooperation.

cc: Joseph H. Boardman, President and Chief Executive Officer
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