




February 25, 2015

**MEMORANDUM FOR:** Michelle K. Lee  
Deputy Under Secretary of Commerce for Intellectual Property and  
Deputy Director of the United States Patent and Trademark Office

**FROM:**   
Dave Smith  
Assistant Inspector General for Intellectual Property  
and Special Program Audits

**SUBJECT:** Audit of Trademark's Activity-Based Information System

As part of our FY 2015 audit and evaluation plan, we will audit Trademark's activity-based information (ABI) system at the United States Patent and Trademark Office (USPTO).

Our objectives are to (a) review allocation algorithms and controls of USPTO's ABI system and (b) determine whether Trademark's use of ABI justifies and supports fee changes.

We have arranged an entrance conference on March 4, 2014. In the meantime, if you have any questions about this audit, call me at (571) 272-5561 or Patrick McClafferty, Program Analyst, at (571) 272-5484. Thank you in advance for your cooperation.

cc: Margaret A. Focarino, Commissioner for Patents, USPTO  
Mary Boney Denison, Commissioner for Trademarks, USPTO  
Anthony P. Scardino, Chief Financial Officer, USPTO  
Welton Lloyd, Audit Liaison, USPTO  
Katrina Anwar, Audit Liaison, USPTO