



March 1, 2024

MEMORANDUM FOR: Kathi Vidal
Under Secretary of Commerce for Intellectual Property and
Director of the United States Patent and Trademark Office

A handwritten signature in black ink, appearing to read "Frederick J. Meny, Jr." The signature is fluid and cursive, with a large loop at the beginning and a trailing end.

FROM: Frederick J. Meny, Jr.
Assistant Inspector General for Audit and Evaluation

SUBJECT: Audit of USPTO's Governance of Its Artificial Intelligence Tools
(#2024-480)

We are initiating an audit of the United States Patent and Trademark Office's (USPTO's) governance of its artificial intelligence (AI) tools. Our objective is to determine whether USPTO has an effective governance structure and processes in place to manage its AI tools.

We plan to begin this work immediately. We will contact your liaisons to schedule an entrance conference, at which time we will discuss in further detail the specific nature of our audit, including our objective and scope, time frames, and any potential requests for data. If you have any questions about this audit, please contact me at (202) 793-2938 or Amni Samson, Director for Audit and Evaluation, Intellectual Property Programs, at (202) 793-3324.

We thank you in advance for your cooperation during this effort.

cc: Derrick Brent, Deputy Under Secretary of Commerce for Intellectual Property and Deputy Director, USPTO
Vaishali Udupa, Commissioner for Patents, USPTO
Jamie Holcombe, Chief Information Officer, USPTO
Sean Mildrew, Deputy Chief Financial Officer and Audit Resolution Officer, USPTO