



November 12, 2020

**MEMORANDUM FOR:** Thomas F. Gilman  
Chief Financial Officer and Assistant Secretary for Administration  
U.S. Department of Commerce

A handwritten signature in black ink, appearing to read "F. Meny, Jr." with a stylized flourish at the end.

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

**SUBJECT:** Audit of the Business Applications Solution Program (#2021-390)

We are initiating an audit of the Department-wide Business Applications Solution (BAS) program. Our objective is to assess the Department's management and implementation of the BAS program.

We plan to begin this work immediately. We will contact your audit liaison to schedule an entrance conference, at which time we can discuss our audit objective and scope in further detail.

If you have any questions about this audit, please contact me at (202) 482-1931 or Kevin Ryan, Director for Audit and Evaluation, at (202) 695-0791.

cc: MaryAnn Mausser, Audit Liaison, Office of the Secretary  
Albert Moesle, Director of Enterprise Risk Management and Deputy Chief Risk Officer,  
Office of the Secretary  
Rehana Mwalimu, Risk Management Officer and Primary Alternate Department GAO/OIG  
Liaison, Office of the Secretary  
Lindsay Hochberg, Program Analyst and BAS Project Manager, Office of Financial  
Management