



December 17, 2024

MEMORANDUM FOR: JOSÉ JAVIER RODRÍGUEZ
Assistant Secretary
for Employment and Training Administration

A handwritten signature in cursive script that reads "Carolyn R. Hantz".

FROM: CAROLYN R. HANTZ
Assistant Inspector General
for Audit

SUBJECT: Audit of the Employment and Training Administration's
Scaling Apprenticeship through Sector-Based
Strategies Grant Program,
Project No. 02-P25-001-03-375

Please be advised the Office of Inspector General is initiating an audit with the objective of determining whether the Employment and Training Administration's Office of Apprenticeship effectively administered the Scaling Apprenticeship through Sector-Based Strategies grant program. We will contact your audit liaison to schedule an entrance conference to discuss the audit's objective, scope, and methodology.

We plan to begin work immediately after our meeting and would appreciate your notifying appropriate agency officials of our plans. To facilitate the start of the audit, we have attached an initial data and information request and would appreciate this information being provided to us no later than January 31, 2025.

If you have questions, please contact Cardelia Yan, Audit Director, at (917) 244-8505 or Yan.Cardelia@oig.dol.gov.

Attachment

cc: Chantel Sollers
Audit Liaison, Office of Grants Management, Employment and Training
Administration