

**U.S. Department of Energy
Fermi National Accelerator Laboratory
2012 Audit Meeting
Active Facilities
July 17, 2012**

Introductions of Attendees – Sign in Sheet

Audit Team Members

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Audit Scope

KPMG Sample of Facilities
Arrangement for Site Visits (for selected facilities)

Key Audit Procedures –

- Process documentation update
- Internal controls testing
- Facility square footage and contamination cost codes
- Evaluation of qualifications of those making size and model cost code determinations
- Test of completeness and accuracy of data submitted to DOE-HQ
- Reconciliation of liability estimates to DOE accounts
- Identification of reclassifications between AF and EM databases

Timing of Audit Procedures –

Interim - July 16 through August 10

Final – October 8 through October 12 (tentative)

Information Request (PBA List)

Documentation should be in PDF form whenever possible

Open Discussion

**U.S. Department of Energy
Active Facilities (Field Sites)
Prepared By Auditee**

<u>Description</u>	<u>Date Needed</u>
1 Tour of sample items	TBD
2 Interviews of building managers/engineers responsible for the AFDCS Data Inputs for the sampled items (model types, square footages, and footprints)	TBD
3 Blueprints for the sampled items	TBD
4 FIMS Screen prints of sample items	TBD
5 Listing of facilities put into service since Oct. 1 st , 2011	7/24
6 Listing of newly contaminated active facilities since Oct. 1 st , 2011	7/24
7 Any GAO reports or other reviews over EM or Active Facilities?	7/24
8 Original AFDCS data before current year corrections	7/24
9 AFDCS data as submitted to DOE on 6/30/12	7/24

The above document is the introduction/scope from the KPMG Audit Entry Conference which was held last Tuesday July 17, 2012. The list below is a possible sample of the facilities that will be assessed during the KPMG Audit within the next few days. The KPMG Auditors are scheduled to be here through August 10, 2012 and are now in the process of conducting interviews and compiling their list of facilities that will be assessed. I received questions from the auditors last Friday about the following facilities, which leads me to believe that some, or maybe all will be included:

Possible KPMG Audit Facilities:

1. NuMI/MINOS
2. Wilson Hall
3. LINAC
4. MiniBoone
5. Ramsey Auditorium
6. Transfer Hall
7. Cross Gallery
8. Central Utility Bldg
9. SB 10
10. SB 30
11. SB 50
12. Nova
13. LArTF
14. MuCool Service Bldg
15. Science Education Center
16. Booster Ring East and West
17. Booster Tower Southeast and Southwest
18. F4 Svc Bldg
19. A0 Lab Bldg
20. A1 Svc Bldg

This is the link to the ES&H SharePoint where most of the AFDCS information is stored: <https://sharepoint.fnal.gov/org/esh-rpt/afdc/SitePages/Home.aspx>