



Office of Audits  
Office of Inspector General  
U.S. General Services Administration

IMPLEMENTATION REVIEW OF CORRECTIVE ACTION PLAN

# GSA Should Monitor and Track Facility Security Assessments A160101/O/7/F18002 December 4, 2017

Assignment Number A210074  
October 19, 2021

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## Introduction

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We have completed an implementation review of the management actions taken in response to the recommendations contained in our December 2017 audit report, *GSA Should Monitor and Track Facility Security Assessments*, Report Number A160101/O/7/F18002.

### Objective

The objective of our review was to determine whether GSA's Public Buildings Service (PBS) and Office of Mission Assurance (OMA) have taken the actions as outlined in the corrective action plan for *GSA Should Monitor and Track Facility Security Assessments* (see **Appendix A**). To accomplish our objective we:

- Examined documentation submitted by PBS and OMA to support the completion of the corrective action plan; and
- Interviewed PBS and OMA personnel responsible for implementing the corrective action plan.

### Background

The U.S. Department of Homeland Security (DHS) and GSA share responsibility for protecting federal buildings. GSA is the landlord for the civilian federal government. In this role, GSA acquires space on behalf of federal agencies and is responsible for operations, maintenance, and protection of federal buildings and grounds under the custody and control of the GSA Administrator.

DHS's Federal Protective Service (FPS) is responsible for protecting GSA's owned and leased buildings. In 1995, Executive Order 12977 established the Interagency Security Committee (ISC) to evaluate security standards and establish policies for security in federal buildings. In February 2003, this order was amended by Executive Order 13286 to name DHS as the head of the ISC.

According to *The Risk Management Process for Federal Facilities*, a standard issued by the ISC, FPS is responsible for identifying and analyzing security risks including threats, vulnerabilities, and potential consequences; and recommending appropriate countermeasures for GSA-owned and leased buildings in its facility security assessment (FSA) reports.

GSA's protection responsibilities include installing building-related fixtures such as fencing, lighting, vehicular barriers, guard booths, blast resistant windows, and door locks. GSA is also responsible for coordinating with FPS to ensure tenant security.

In June 2006, GSA and DHS signed a Memorandum of Agreement (MOA) outlining the responsibilities of each organization with regard to building security. According to the MOA, FPS is required to conduct FSAs of GSA buildings in accordance with ISC standards. The resulting FSA report should include recommended countermeasures for identified vulnerabilities. The MOA also established that both organizations are responsible for the implementation of approved countermeasures, with FPS responsible for security equipment and GSA in charge of building security fixtures.

The ISC standard states that buildings with two or more federal tenants should have a Facility Security Committee. The Facility Security Committee is responsible for addressing building-specific security issues and approving the implementation of recommended countermeasures included in the FSA reports. The Facility Security Committee uses a building's FSA report to: (1) evaluate security risk, (2) implement countermeasures to mitigate risk, and (3) allocate security resources effectively.

On December 4, 2017, we issued an audit report, *GSA Should Monitor and Track Facility Security Assessments*, to PBS and OMA. The objectives of the audit were to determine: (1) whether GSA received FSA reports from FPS; (2) how GSA monitored and used reports received; and (3) the effect if GSA did not receive the FSA reports.

Our audit found that to fulfill its building protection responsibilities, GSA should ensure that it receives and uses FSA reports.

To address the finding identified in our report, we recommended that the GSA Acting Administrator:

1. Implement policies and procedures to:
  - a. Monitor and track FSA reports. This should include developing an automated methodology to track whether PBS received the FSA reports.
  - b. Require that PBS and OMA officials follow up with FPS when reports are not received.
2. Require training for PBS property managers on the use of FSA reports.

GSA agreed with our report recommendations.

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## ***Results***

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Our implementation review determined that PBS and OMA have taken appropriate corrective actions to address the recommendations. We determined that no further action is necessary.

### **Audit Team**

This review was managed out of the Greater Southwest Region Audit Office and conducted by the individuals listed below:

Charles Harris	Regional Inspector General for Auditing
Hector Molina-Rodriguez	Audit Manager
Susan Houghtalin	Auditor-In-Charge

## Appendix A – Corrective Action Plan for Report Number A160101/O/7/F18002

**GSA Should Monitor and Track Facility Security Assessments  
Report Number A160101/O/7/F18002  
Corrective Action Plan**

Designated Responding Official: **Robert J. Carter**

Contact Person: **Maggie Dugan**

Telephone Number: **(202) 294-5531**

Date: **February 7, 2018**

A160101/O/7/F18002: GSA Should Monitor and Track Facility Security Assessments	Recommendation Number 001A	Proposed Recommendation Completion Date <u>November 30, 2018</u>
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**Recommendation 001A:** Implement policies and procedures to monitor and track facility security assessment reports. This should include developing an automated methodology to track whether PBS received the facility security assessment reports.

<u>Action to be Taken Step by Step</u>	<u>Supporting Documentation to be sent to H1EB</u>	<u>Documentation Will be Sent Last Day</u>
001A.001: Release OMA 1000.3 CHGE 1: Responsibilities for Implementation of Facility Security Assessment Countermeasures  Lead Organization: OMA	Signed OMA 1000.3 CHGE 1: Responsibilities for Implementation of Facility Security Assessment Countermeasures Directive.	February 28, 2018

## Appendix A – Corrective Action Plan for Report Number A160101/O/7/F18002

GSA Should Monitor and Track Facility Security Assessments  
Report Number A160101/O/7/F18002  
Corrective Action Plan

<u>Action to be Taken Step by Step</u>	<u>Supporting Documentation to be sent to H1EB</u>	<u>Documentation Will be Sent Last Day</u>
001A.002: Convene FSA implementation accountability working group  Lead Organization: OMA	Notes from Working Group Meetings	July 31, 2018
001A.003: Release OMA 1000.3 CHGE 1 Responsibilities for Implementation of Facility Security Assessment Countermeasures Implementation Plan  Lead Organization: OMA	OMA 1000.3 CHGE 1 Responsibilities for Implementation of Facility Security Assessment Countermeasures Implementation Plan	September 30, 2018
001A.004: Implement Automated Tracking Method for FSAs.  Lead Organization: OMA	Screenshots of tracking method.	November 30, 2018

## Appendix A – Corrective Action Plan for Report Number A160101/O/7/F18002

**GSA Should Monitor and Track Facility Security Assessments  
Report Number A160101/O/7/F18002  
Corrective Action Plan**

Designated Responding Official: **Robert J. Carter**

Contact Person: **Maggie Dugan**

Telephone Number: **(202) 294-5531**

Date: **February 7, 2018**

A160101/O/7/F18002: GSA Should Monitor and Track Facility Security Assessments	Recommendation Number 001B	Proposed Recommendation Completion Date <u>February 28, 2018</u>
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**Recommendation 001B:** Implement policies and procedures to require that PBS and OMA officials follow up with FPS when reports are not received.

<u>Action to be Taken Step by Step</u>	<u>Supporting Documentation to be sent to H1EB</u>	<u>Documentation Will be Sent Last Day</u>
001B.001: Release OMA 1000.3 CHGE 1: Responsibilities for Implementation of Facility Security Assessment Countermeasures  Lead Organization: OMA	Signed OMA 1000.3 CHGE 1: Responsibilities for Implementation of Facility Security Assessment Countermeasures Directive.	February 28, 2018

## Appendix A – Corrective Action Plan for Report Number A160101/O/7/F18002

GSA Should Monitor and Track Facility Security Assessments  
Report Number A160101/O/7/F18002  
Corrective Action Plan

Designated Responding Official: **Aimee Whiteman**

Contact Person: **Martin Gusky**

Telephone Number: **(202) 527-2149**

Date: **February 7, 2018**

A160101/O/7/F18002: GSA Should Monitor and Track Facility Security Assessments	Recommendation Number 002	Proposed Recommendation Completion Date <u>November 30, 2018</u>
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**Recommendation 002:** Require training for PBS property managers on the use of facility security assessment reports.

<u>Action to be Taken Step by Step</u>	<u>Supporting Documentation to be sent to the H1EB</u>	<u>Documentation Will be Sent Last Day</u>
002.001: Require mandatory Interagency Security Committee training for PBS Facility Management. Lead Organization: PBS	Training Materials for Require mandatory Interagency Security Committee training for PBS Facility Management.	November 30, 2018

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## ***Appendix B – Report Distribution***

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GSA Administrator (A)

GSA Deputy Administrator (AD)

Associate Administrator for Mission Assurance (D)

Deputy Associate Administrator (D1)

Chief of Staff (D2)

Commissioner (P)

Deputy Commissioner (PD)

Chief of Staff (PB)

Deputy Chief of Staff (PB)

Assistant Commissioner for Strategy & Engagement (PS)

Chief Financial Officer (B)

Office of Audit Management and Accountability (BA)

Assistant Inspector General for Auditing (JA)

Director, Audit Planning, Policy, and Operations Staff (JAO)