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National Reconnaissance Office

5 August 1999

NROD 22-1

Office of Inspector General

SUBJECT: Office of Inspector General

A. SYNOPSIS. This National Reconnaissance Office Directive (NROD) sets out the authority and responsibility of the Office of Inspector General (OIG), National Reconnaissance Office (NRO) to enhance economy, efficiency, effectiveness, and accountability within the NRO through the performance of independent audits or inspections, and investigations of NRO operations and programs; to keep the Director, NRO (DNRO) fully and currently informed of the existence of problems and deficiencies identified through the performance of OIG functions; to propose recommendations to correct problems and program deficiencies; and to promote effectiveness in the administration of NRO operations and programs.

B. AUTHORITY.

1. National Security Act of 1947
2. Department of Defense (DoD) Directive TS 5105.23, "Subject: National Reconnaissance Office," Dated 27 March 1964, as amended by interim change dated 3 October 1979
3. 5 U.S.C. 301
4. Executive Order (EO) 12333
5. DoD Instruction 5505
6. DoD Instructions 5240.1 and 5240.1-R

C. REFERENCES.

1. NRO/IG Audit/Inspections Procedures Manual

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2. NRO/IG Investigations Manual
3. United States General Accounting Office, Comptroller General Government Auditing Standards
4. President's Council on Integrity and Efficiency Quality Standards for Investigations
5. NROD 22-2 (Employee Reports of Urgent Concerns to Congress)
6. NROD 22-3 (Obligations to Report Evidence of Possible Criminal Activities [formerly NROD 12])
7. NROD 30-1 (Charter of Financial Management Executive)
8. NROD 30-2 (Management Controls)
9. NROD 50-1 (EO 12333-Intelligence Activities Affecting United States Persons)

D. SCOPE. This Directive applies to all NRO operations, programs, and personnel, including all military, civilian, and contractors assigned to or supporting NRO programs.

E. RESPONSIBILITIES. The NRO OIG is an independent administrative office established by the DNRO under DNRO direction, authority, and control. The OIG is responsible for oversight of all NRO activities through the performance of independent audits or inspections, and investigations. This oversight is designed to promote economy, effectiveness, efficiency, and accountability within the NRO; to effect compliance with federal laws and regulations, EOs and NRODs; and to assist in detecting and preventing fraud, waste, and abuse in NRO programs and operations. Further, the OIG has the responsibility of advising the DNRO of problems or deficiencies in NRO programs and operations and proposing corrective actions to improve the administration of such programs and operations.

The IG is accountable to and reports directly to the DNRO.

Responsibility for performing the OIG mission is divided among the IG, the Associate IG, and the IGs for Audit; Investigations; and Resources, Plans, and Policy.

1. The DNRO directs that the IG will:
 - a. exercise oversight responsibilities as authorized under this Directive;
 - b. serve on the NRO Board of Directors;
 - c. keep the DNRO and senior NRO staff fully and currently informed of the existence of problems and deficiencies identified through the performance of OIG functions and the status of any corrective action taken by NRO components pursuant to OIG recommendations;
 - d. conduct oversight, as deemed appropriate by the IG, of all financial management activities relating to NRO programs and operations including, but not limited to, preparation of financial statements by, or under the direction of, the NRO Financial Management Executive pursuant to the Chief Financial Officers Act of 1990 as amended, and compliance with the Federal Managers Financial Integrity Act and other applicable laws and regulations relating to financial management and administration;
 - e. serve as the head of an NRO OIG career service which shall be established separately from and operate independently of any other NRO career service;
 - f. provide for the assignment of independent OIG legal counsel who shall report directly to and operate under the control of the IG. The IG may also obtain legal services as required from the NRO Office of General Counsel or from the OIG at DoD or the Central Intelligence Agency;
 - g. develop annual and long range Audit/Inspection plans;
 - h. manage all National Reconnaissance Program funds and positions appropriated and designated for NRO OIG operations. The IG's responsibility and authority for the

execution of this function is subordinate only to the DNRO and is exclusive, separate, and independent from that of any other office or entity with NRO budgetary, financial administration, or management responsibilities;

i. produce risk assessments of NRO programs and activities necessary to prepare strategic and annual plans setting forth long-term goals and objectives for the OIG;

j. provide OIG strategic and annual plans to the DNRO. The OIG annual plans will be based on fiscal year and provided no later than 30 September;

k. serve as a member of the Intelligence Community IG Forum and present to that body, as appropriate, NRO OIG strategic and annual plans.

3. The DNRO directs that NRO personnel will:

a. report to the IG any violation or deficiency falling within the jurisdiction or purview of the IG as set out in this Directive;

b. cooperate fully with the OIG and provide candid, complete, and forthcoming responses to questions posed by OIG personnel during the conduct of IG audits or inspections or investigations;

c. take timely and effective corrective action on official OIG recommendations applicable to their programs and activities;

d. provide responses to OIG requirements including but not limited to requests for the production of documents and/or other materials or information within reasonable time periods as established by the IG;

e. expedite any security processing necessary for NRO OIG staff to gain access to records, documents, and other information or personnel as required by the IG.

F. MISSION AUTHORITIES. In the exercise and performance of assigned authorities and responsibilities described in this Directive, the IG has independent and unrestricted authority to:

1. access, with assistance as appropriate, all personnel and programs deemed necessary by the IG to conduct thorough and effective audits or inspections and investigations; conduct interviews, take statements, and examine any and all records, documents or materials in connection with OIG activities. "Records, documents or materials" include but are not limited to classified compartmented information and reports generated by government contractors or other government organizations concerning the NRO. The OIG personnel will receive all security accesses and clearances necessary to accomplish the OIG mission;
2. communicate directly with Auditors General, other Inspectors General, DoD officials and employees, congressional oversight representatives, law enforcement officials, and any other person, organization or entity deemed necessary by the IG to carry out OIG functions in accordance with applicable law, regulation, directive, or policy;
3. obtain support and assistance, as needed, from other audit, evaluation, inspection, and investigative units within DoD and Central Intelligence Agency and other entities deemed appropriate by the IG;
4. initiate, conduct, and complete any audit or inspection, or investigation without interference or hindrance, except upon written notification and justification from the DNRO;
5. conduct, in accordance with EO 12333, preliminary inquiries into potential violations of federal criminal law on the part of NRO personnel, contractors, or other persons, or entities acting on behalf of the NRO when such violations relate to NRO funds, property, operations, or activities;
6. receive and investigate complaints or information from NRO personnel, contractors, or other persons concerning the existence of an activity relating to NRO funds, property, or operations that may involve violations of law, rules or regulations, or mismanagement, waste of funds, abuse of

authority, or a substantial and specific danger to the public health and safety;

7. receive from NRO personnel or contractors complaints or information relating to "urgent concerns" as defined by the Intelligence Community Whistleblower Protection Act of 1998, and conduct investigations concerning such complaints or information.

G. REPORTING.

1. The IG will issue a written report at the completion of each audit, or inspection, or investigation and where appropriate, recommend actions to correct problems or deficiencies identified. The report shall be provided to the DNRO and/or to the senior manager of the component or field activity, as appropriate, and to other cognizant officials designated by the IG in accordance with OIG report distribution procedures.

2. In accordance with EO 12333 crimes reporting procedures and DoD Instruction 5505.2, the IG will directly report to appropriate law enforcement authorities information concerning possible violations of federal criminal laws within the IG's jurisdiction as set forth in this Directive.

3. The IG shall prepare and submit to the DNRO semiannual reports summarizing the activities of the OIG and describing problems, abuses, and deficiencies relating to the administration of NRO programs and operations identified by the OIG during the reporting period. Reports also shall reflect positive findings as appropriate. Semiannual reports shall include a description of any recommendations for corrective action made by the OIG during the reporting period with respect to problems, abuses, or deficiencies; a statement of whether corrective action has been completed on each recommendation described in previous reports and, in cases where corrective action has been completed, a description of such corrective action; and an assessment of the OIG's performance in meeting objectives and goals of the OIG strategic and annual audit/inspection plans.

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4. The IG shall, as appropriate, provide information for inclusion in the DoD IG's semiannual report, to include an assessment of the NRO OIG's actual performance vis-à-vis its annual plan of audits or inspections and performance goals.

/Signed/

Keith R. Hall
Director

OPR: Office of Inspector General
This directive supersedes NRO Directive 90-1 (22 Dec 92)

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