



February 2, 2011

STEVEN R. PHELPS
MANAGER, SOX MANAGEMENT CONTROLS AND INTEGRATION

SUBJECT: Interim Management Advisory – Fiscal Year 2011 Financial Testing
Compliance Business Reply Mail Oversight Reviews – Hudson Post Office -
Hudson, NH (Report Number FF-MA-11-016)

This report presents interim results for the U.S. Postal Service Office of Inspector General's (OIG) fiscal year (FY) 2011 review of the U.S. Postal Service Financial Testing Compliance (FTC) group's Business Reply Mail testing at the Hudson Post Office, Hudson, NH (Project Number 11BR003FF001), performed November 17, 2010. The Hudson Post Office is in the Northern New England District of the Northeast Area. At the conclusion of FY 2011 we will summarize the results for all reviews in reports to Postal Service Headquarters.

To comply with Section 404 Sarbanes-Oxley (SOX) Act of 2002 requirements, the Postal Service must report on the effectiveness of the agency's internal controls to ensure accurate financial reporting. It must submit an annual assessment to the Postal Regulatory Commission, which monitors and manages the Postal Service's compliance with SOX. The Postal Service established the FTC Group to conduct tests of key financial reporting controls.

We conducted this oversight review in support of the independent public accountant's (IPA) reliance on Postal Service management's testing and overall audit opinions on the financial statements and internal controls over financial reporting. The IPA relies on the Postal Service's internal control testing to support the overall audit opinions.

The overall objective of our review was to evaluate whether FTC analysts properly conducted and documented their examination of SOX financial reporting controls.

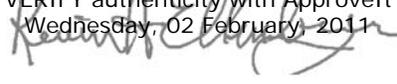
To perform this work, we observed FTC analysts conduct tests and reviewed their supporting documentation. We performed this review from November 2010 through January 2011 in accordance with the Council of the Inspectors General on Integrity and Efficiency, *Quality Standards for Inspection and Evaluation*.

Conclusion

Based on our review of FTC's work, FTC analysts properly conducted and documented their examination of key SOX financial reporting controls. See [Appendix A](#) for the results of our review.

The interim FTC oversight review advisories will be issued to the SOX manager in final format. At the conclusion of the fiscal year, the OIG will summarize the results of all its FTC oversight reviews and include recommendations, if applicable, in a report to Postal Service Headquarters management. Management agreed not to respond to the interim reports but will have the opportunity to formally respond to the draft summary report.

We appreciate the cooperation and courtesies provided by your staff. If you have any questions or need additional information, please contact Guy Sergi, audit manager, at 781-904-8414, or me at 781-904-8402.

E-Signed by Kevin Ellenberger 
VERIFY authenticity with ApproveIt
Wednesday, 02 February 2011


Kevin H. Ellenberger
Director, Field Financial – East

Attachments

cc: Douglas G. Germer
Corporate Audit and Response Management

APPENDIX A: REVIEW RESULTS

Site Name	Hudson Post Office Business Reply Mail
Unit 10-Digit Cost Center Code	3241401051
Location Type	BRM
Scope Period Under Review	November 17, 2010
FTC Review Program Version and Date	BRM November 10, 2010
FTC Team	East

FTC Review Step #/ Control #	FTC Review Step Description	Did FTC have exceptions/ in this step? (Yes/No)	Did the OIG have exceptions/ that FTC did not? (Yes/No)	Did FTC perform the step in accordance to its program? (Yes/No)	Did FTC adequately document its work performed and the results? (Yes/No)	Did the OIG agree with FTC's site results?*(Yes/No)
108.CA10	Documenting revenue and providing customers with an invoice.	NO	NO	YES	YES	YES
108.CA11	Documenting insufficient funds and cancelling BRM transactions from PostalOne!.	N/A	N/A	N/A	N/A	N/A

* Based on our review of FTC's documentation posted to the Blue Share on December 21, 2011.