



Memorandum

To: Tracie Winbigler
Executive Vice President/Chief Financial Officer

From: Eileen Larence *Eileen Larence*
Acting Assistant Inspector General, Audits

Date: June 26, 2019

Subject: Engagement Memo— Audit of Mobile Security (Project code 012-2019)

We are initiating an audit to determine the extent to which Amtrak's (the company) mobile devices are secure.

During the audit, we plan to assess the company's efforts to ensure the cyber and physical security of its wireless mobile devices and associated data, focusing on smartphones and tablets. We may expand our scope or modify our objective during the audit. We also plan to analyze company documents and data related to the management and security of mobile devices and will request this information as our work progresses. In addition, we plan to visit select company locations to test management controls over these devices. We will minimize the impact of the audit by coordinating interviews and observations with company offices and staff in advance.

We will perform our work in accordance with generally accepted government auditing standards. Our interactions with the company will be consistent with P/I2.1.3, which sets forth the relationship between our office and the company. In particular, section 7.0 of the policy discusses coordination between company officials and our office of audits. To view this policy, see <http://wiki.corp.nrpc/display/APIM20/2.0+Inspector+General>

We request that your office arrange an entrance conference for us with the appropriate company officials at the earliest possible date. We will keep you advised of the status of our work and any material changes in our objective, should they occur.

Gary Mountjoy will be the audit manager for this engagement and reports to Vipul Doshi, Senior Director – Audits. If you have any questions, please contact me at (202) 906-4152 (eileen.larence@amtrakoig.gov), Jason Venner, Deputy Assistant Inspector

General – Audits at (202) 906-4405 (jason.venner@amtrakoig.gov), or Vipul Doshi,
Senior Director – Audits at (202) 906-4619 (vipul.doshi@amtrakoig.gov).

cc: Stephen Gardner, Senior Executive Vice President/Chief Operating and Commercial Officer
Eldie Acheson, Executive Vice President/General Counsel & Corporate Secretary
Rodger Harris, Executive Vice President/Chief Marketing and Revenue Officer
Ken Hylander, Executive Vice President/Chief Safety Officer
Scott Naparstek, Executive Vice President/Chief Operations Officer
Dennis Newman, Executive Vice President/Strategy and Planning
DJ Stadler, Executive Vice President/Chief Administration Officer
Christian Zacariassen, Executive Vice President/Chief Information Officer
William Heinrich, Assistant Vice President/Chief Information Security Officer
Mark Richards, Sr. Director, Risk Management and Controls
Mark Benedict, Director, Risk Management and Controls