




NATIONAL RAILROAD
PASSENGER CORPORATION

Office of Inspector General



Memorandum

To: Gerald Sokol, Jr., Executive Vice President/Chief Financial Officer


From: David R. Warren, Assistant Inspector General, Audits

Date: May 19, 2015

Subject: Engagement Memo—Top Management and Performance Challenges
(Project code 008-2015)

We are initiating a project to update our September 2014 report, *Amtrak: Top Management and Performance Challenges*¹. This report summarized our assessment of the top challenges facing the company in fiscal year 2014 and the company's progress in addressing them.

In conducting our work this year, we plan to revisit the challenges reported last year and to assess the company's efforts to address those challenges during fiscal year 2015. In addition, we will identify any new issues identified through our audits and investigative work; external reports from such agencies as the U.S. Government Accountability Office, Department of Transportation, and Federal Railroad Administration; and legislative hearings and other congressional activities during fiscal year 2015. We also plan to review pertinent policies, guidance, and documents.

We plan to meet with executive committee members who play a key role in developing or implementing management initiatives addressing the company's challenges. We will be contacting these members in the very near future to schedule individual meetings to discuss their views on the current challenges facing the company and progress made in addressing past and present challenges. We will work to minimize the impact of our

¹Amtrak OIG, [Amtrak: Top Management and Performance Challenges](#), OIG-SP-2014-12, September 29, 2014.

audit by coordinating these and any other needed interviews with staff in advance. Because this year's effort closely resembles the process we followed last year, we are planning to have no formal entrance conference unless otherwise requested.

Leila Kahn will be the audit manager for this engagement and reports to David P. Bixler, Senior Director. If you have questions regarding this work at any time during the project, please contact me at (202) 906-4742 (david.warren@amtrakoig.gov) or David P. Bixler at (202) 906-4453 (david.bixler@amtrakoig.gov).

cc: Board of Directors
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