

UNITED STATES GOVERNMENT
National Labor Relations Board
Office of Inspector General



Memorandum

April 21, 2025

To: Ruth Blevins
Inspector General

From: Kevin Thomas *Kevin Thomas*
Assistant Inspector General for Audits

Subject: Termination of "Headquarters Staffing" Audit (OIG-AMR-105)

The subject audit was initiated with an entrance conference on February 12, 2024. The fieldwork completed consisted of:

- Reviewing the Agency's policies and procedures of Headquarters casehandling Offices to understand their workload;
- Interviewing staff in Headquarters casehandling offices and the Budget Branch;
- Identifying the Offices in Headquarters and reviewing their organizational structures;
- Obtaining case data from NxGen case management system, employee workhours from the Agency's Financial System, and Agency's fiscal year 2025 Full Time Equivalents (FTE) calculation;
- Reviewing Agency's FTE calculation methodology;
- Calculating FTEs for the Headquarters Offices; and
- Performing data reliability testing on NxGen data for case processing offices in Headquarters.

Due to recent Governmentwide policies and organizational changes, the OIG has decided to suspend the audit because those changes have affected the objectives of the audit and would impact the potential findings that would add value to the Agency. In addition, the OIG is facing resource constraints and competing priorities that are preventing it from completing the audit. A similar audit will be conducted in the future.