



Principles and Standards for Offices of Inspector General

Association of Inspectors General
Inspector General Institute®
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Learning Objectives

- Know about sources of standards and AIG standards
- Understand importance of key factors that determine nature and potential success of OIGs
- Understand *AIG Statement of Principles for Offices of Inspector General*
- Understand *AIG Quality Standards for Offices of Inspector General*
- Know about *AIG Quality Standards for Investigations*

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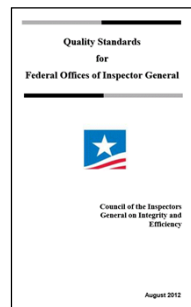
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Sources of Standards for Offices

- ▶ CIGIE Quality Standards for Investigations
- ▶ AIG Quality Standards for Investigations



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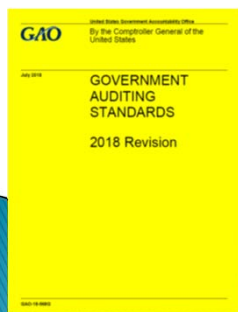
Professional Standards for Work of Investigators

- ▶ CIGIE Quality Standards for Investigations
- ▶ AIG Quality Standards for Investigations



Professional Standards for Work of Auditors and Analysts

- ▶ Government Auditing Standards
- ▶ CIGIE Quality Standards for Inspections and Evaluations
- ▶ AIG Quality Standards for Inspections, Evaluations, and Reviews
- ▶ IIA International Standards for the Professional Practice of Internal Auditing



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Principles and Standards

- Statement of Principles
- Quality Standards for OIGs
- Quality Standards for Investigations
- Quality Standards for Inspections, Evaluations, and Reviews
- Quality Standards for Audits

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Principles and Standards Development

- 1999: AIG Board of Directors creates committee to establish generally accepted IG principles and standards
- March 2000–May 2001: Committee holds meetings, develops drafts, issues exposure draft, receives 44 comments, prepares final
- May 2001: AIG Board of Directors approves and recommends Principals and Standards
- May 2004 and May 2014 revisions

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Principles and Standards Current Review Process

- Principles and Standards Committee overseeing a review of current standards by three subcommittees
- Three subcommittees
 - Office standards
 - Investigations standards
 - Inspection, evaluation, and review standards

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Federal IG Standards

- Quality Standards for Federal Offices of Inspectors General (1986/2012)
- Quality Standards for Investigations (1997/2011)
- Quality Standards for Inspection and Evaluation (1993/2012)
- Quality Standards for Digital Forensics (2012)
- Government Auditing Standards (1972/2018)

Note: Years in parentheses indicate year of original and most recent issuance.

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Principles and Standards

The Association recommends that OIGs adopt these documents for their use with the following or similar language:

The generally accepted principles and quality standards, formally approved by the Association of Inspectors General on 16 May 2001, as most recently amended in May 2014, are hereby adopted by this office insofar as they do not conflict with statute, regulation, executive order, or other policy of this office.

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Statement of Principles

“Accountability is key to maintaining public trust in our democracy.”

“In exercising [their] powers, inspectors general regard their offices as a public trust, and their prime duty as serving the public interest.”

“An OIG is judged by the results of its efforts and the timeliness, accuracy, objectivity, fairness and usefulness of these results. These are the cornerstone OIG accountability.”

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Principles Legal Authority – Key Factors

A. Mandate

- Jurisdiction
- Agency
- Program

B. Authority

- Audit, inspect, evaluate
- Investigate
- Refer cases
- Public Reports

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Principles Legal Authority – Key Factors

C. Powers

- Access
 - Subpoena persons and documents
 - Contractor and agency records, officials, employees
- Law enforcement

D. Confidentiality

E. Inspector General and staff qualifications

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Principles Legal Authority – Key Factors

F. Independence

- Appointment and removal
- Term
- Placement
- Funding

G. Whistleblower protection

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Quality Standards for Offices of Inspectors General

- Advisory standards recommended for adoption.
- For OIG “use to guide the conduct of official duties in a professional manner.”

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Quality Standards for Offices of Inspectors General

Organizational Standards for:

- Independence
- Planning
- Organizing
- Staff Qualifications
- Direction and Control
- Coordination
- Reporting
- Confidentiality
- Quality Assurance

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Quality Standards for Offices of Inspectors General

Independence

The inspector general and OIG staff involved in performing or supervising any assignment should be free from personal or external impairments to independence and should constantly maintain an independent attitude and appearance.

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Quality Standards for Offices of Inspectors General

Independence – Impairments

If [impairments] affect the OIG's ability to perform its work impartially, the [IG] should decline to perform the work and report the circumstances to the appropriate official. If the [IG] cannot decline to perform the work, the impairment should be disclosed in any resulting report, along with any potential impact the impairment might have on the outcome of the report's conclusions.

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Quality Standards for Offices of Inspectors General Planning

The OIG should maintain a planning system for assessing the nature, scope, trends, vulnerabilities, special problems, and inherent risks of agency programs and operations and for use in establishing the goals, objectives, and tasks to be accomplished by the OIG within a specified time frame.

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Quality Standards for Offices of Inspectors General

Organizing

The inspector general is responsible for organizing the OIG to assure efficient and effective deployment of the OIG's resources.

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Quality Standards for Offices of Inspectors General

Staff Qualifications

OIG staff should collectively possess the variety of knowledge, skills, and experience needed to accomplish the OIG mission.

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Quality Standards for Offices of Inspectors General

Staff Qualifications – Continuing Education

Staff that perform investigations, inspections, evaluations, reviews, or audits should complete, every 2 years, at least 40 hours that directly enhance the person's professional proficiency.

At least 12 of the 40 hours should be in subjects directly related to the person's primary responsibility, the government environment, or the specific or unique environment in which the entity operates.

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Quality Standards for Offices of Inspectors General

Direction and Control

The inspector general should direct and control OIG operations to ensure that (1) all activities are adequately supervised, (2) performance is consistent with professional standards, and (3) periodic internal assessments are made of OIG activities and accomplishments.

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Quality Standards for Offices of Inspectors General

Coordination

The OIG should coordinate its activities externally and with other components of government to assure effective and efficient use of available resources.

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Quality Standards for Offices of Inspectors General

Reporting

The OIG should keep appropriate officials and the public properly informed of the OIG's activities, findings, recommendations, and accomplishments as consistent with the OIG's mission, legal authority, organizational placement, and confidentiality requirements.

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Quality Standards for Offices of Inspectors General

Confidentiality

The OIG should establish and follow procedures for safeguarding the identify of confidential sources and for protecting privileged and confidential information

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Quality Standards for Offices of Inspectors General

Quality Assurance

The OIG should establish and maintain a quality assurance program to ensure that work performed adheres to established OIG policies and procedures, meets established standards for performance, and is carried out economically, efficiently, and effectively.

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Quality Standards for Investigations

General Standards

- A. Staff Qualifications
- B. Independence
- C. Due professional care

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Quality Standards For Investigations

Qualitative Standards

- | | |
|------------------------------------|--------------------|
| A. Quality Control | E. Timeliness |
| B. Planning | F. Reporting |
| C. Data Collection
and Analysis | G. Confidentiality |
| D. Evidence | H. Follow-Up |

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Comparison of AIG Quality Standards

<i>Quality Standards for Offices</i>	<i>Quality Standards for Investigations</i>	<i>Quality Standards for Inspections, Evaluations, and Reviews</i>
	General Standards	
Independence	Staff Qualifications	Staff Qualifications
Planning	Independence	Independence
Organizing	Due Professional Care	Due Professional Care
Staff Qualifications	Qualitative Standards	
Direction and Control	Quality Control	Quality Control
Coordination	Planning	Planning
Reporting	Data Collection and Analysis	Data Collection and Analysis
Confidentiality	Evidence	Evidence
Quality Assurance	Timeliness	Timeliness
		Fraud and Other Illegal Acts
	Reporting	Reporting
	Confidentiality	Confidentiality
	Follow-Up	Follow-Up

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High Expectations – High Standards

“ . . . The public expects OIGs to hold government officials accountable . . . and to prevent, detect, identify, expose and eliminate fraud, waste, corruption, illegal acts and abuse. This public expectation is best served by inspectors general when they follow the basic principles of integrity, objectivity, independence, confidentiality, professionalism, competence, courage, trust, honesty, fairness, forthrightness, public accountability and respect . . . ”

Statement of Principles for Offices of Inspector General

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