




## Memorandum

**To:** William N. Feidt  
Executive Vice President/Chief Financial Officer

**From:** Stephen Lord   
Assistant Inspector General, Audits

**Date:** October 05, 2017

**Subject:** Engagement Memo— Audit of Enterprise Risk Management Process  
(Project Code 001-2018)

We are initiating an audit of the company's Enterprise Risk Management (ERM) process used to identify, evaluate, and manage risks to the company's business processes. Our objectives are to assess (1) the extent to which the company has implemented an enterprise-wide ERM process and (2) how the company is using ERM to strategically manage risk across the organization. We may expand our scope or modify our objective during the course of the audit.

During the audit, we plan to interview company officials involved in the ERM program, as well as analyze documents and data related to the design, implementation and management of the program. Our request for documents will be made as our work progresses. We also will work to minimize the impact of the audit by coordinating interviews and observations with staff in advance.

Our work will be performed in accordance with generally accepted government auditing standards. Our interactions with the company will be consistent with P/I 2.1.3, 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.

Amber Keyser will be the Audit Manager for this engagement and reports to David P. Bixler, Senior Director, Lead – Audits. If you or your staff have any questions about this engagement, please contact me at (202) 906-4600 ([stephen.lord@amtrakoig.gov](mailto:stephen.lord@amtrakoig.gov)) or David P. Bixler at (202) 906-4453 ([david.bixler@amtrakoig.gov](mailto:david.bixler@amtrakoig.gov)).

cc: DJ Stadtler, Executive Vice President/Chief Administrative Officer  
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