

Secretary

U.S. Department of Homeland Security
Washington, DC 20528



**Homeland
Security**

February 1, 2011

MEMORANDUM FOR: Richard L. Skinner
Inspector General

Council of Inspectors General on Integrity and Efficiency

FROM: Secretary Napolitano 

SUBJECT: Quarterly High-Dollar Overpayments Report
October to December 2010

Attached, as required by Section 3f of Executive Order 13520: Reducing Improper Payments, is the Department's Quarterly High-Dollar Overpayments Report for the period October to December 2010. This report will be made publicly available within 15 days.

This report supports the Department's commitment to fulfilling the Executive Order's goals of eliminating payment error and waste in federal programs and increasing the transparency and public scrutiny of significant improper payments.

Attachment

**Department of Homeland Security
Quarterly High-Dollar Overpayments Report
for the Quarter Ending December 31, 2010**

DHS Component	Recipient Type (Entity or Individual)	Recipient's City/County	Recipient's State	Program(s) Responsible	Recovery Actions Taken or Planned	Actions to Prevent Reoccurrence	Payment Date	High \$ Overpayment Date Identified	Amount Paid	Correct Amount
NPPD	Entity	Washington, DC	Washington, DC	Burlington Finance Center	Refund package sent to vendor	Controls to prevent payments to the wrong bank account will be strengthened and tested to ensure accurate payment processing. Controls to prevent selection of incorrect vendor at obligation stage will be implemented as part of internal controls over Budgetary Resources Management.	November 2, 2010	December 21, 2010	\$417,905.00	\$0.00
TSA	Entity	McLean	Virginia	Transportation Security Support	Contacted vendor; overpayment collected	Increased Contracting Officer Technical Representative training to ensure that periods of performance are checked to prevent processing of more than one invoice for the same time period (a vendor had billed for the same services and time period on two separate invoices).	October 25, 2010	October 29, 2010	\$252,294.16	\$126,147.08
USCG	Entity	Stonington	Connecticut	Future Force 21	Contacted vendor; overpayment collected	Additional training for contracting officers to minimize the risk that incorrect information is cited on the payment approval form. Additional training of accounting technicians on invoice processing requirements. Implementation of a checklist to standardize the process used by authorized certifying officers for reviewing the completeness and accuracy of invoices.	December 6, 2010	December 10, 2010	\$26,085.70	\$0.00