



DISTRICT OF COLUMBIA | OFFICE OF THE INSPECTOR GENERAL

December 23, 2024

Charles Hall, Jr.
Director
Department of Human Resources
1015 Half Street SE, 9th Floor
Washington, DC 20003

Kevin Donahue
City Administrator
Office of the City Administrator
John A Wilson Building
1350 Pennsylvania Avenue NW, Suite 513
Washington, DC 20004

Subject: **Human Capital Management Audit Engagement Letter | [OIG No. 25-1-02MA](#)**

Dear Director Hall and City Administrator Donahue:

The Office of the Inspector General (OIG) is launching a human capital management audit, conducted under the [generally accepted government auditing standards](#).

Our objective is to determine whether District agencies maintain effective policies throughout the human capital management lifecycle – from strategic planning and recruitment to staff development, retention, succession planning, and separation. We will assess these processes for compliance with District and federal requirements, as well as industry best practices.

This audit (project number 25-1-02MA) is part of our [Fiscal Year 2025 Audit and Inspection Plan](#). Audit Director Richard Sahadeo will schedule an entrance conference to discuss the audit process and address any questions. Meanwhile, please direct any immediate concerns to me or Dr. Sleemo Warigon, Assistant Inspector General for Audits, at 202-792-5684.

Sincerely,

A handwritten signature in blue ink, appearing to read "DWL", is positioned above the printed name of the Inspector General.

Daniel W. Lucas
Inspector General
DWL/SW