

**CHAPTER 5
ADDENDUM A**

**Corrective Action Plan for Material Weaknesses and Noncompliance Issues Audited
Identified in Financial Statements**

As of (date) _____

Bureau:

Title of Material Weakness or Noncompliance Issue:

Check One: Material Weakness ___ Noncompliance Issue ___ FMFIA ___

Carryover Issue or New this Fiscal Year:

Brief Description of Material Weakness or Noncompliance Issue:

Planned Correction Date Reported in PAR:

Current Planned Correction Date (NTE June 30): (explain reasons for any date change)

Program/Organizational Component Where Weakness or Issue Resides:

Accountable Officials: (Name, Title, Telephone Number & E-mail Address)

- Headquarters: _____
- Field-level: _____

Funding Amount Committed for Corrective Actions: \$ _____

Appropriation Account: _____

Summary of Corrective Action Plan:

Quarterly Corrective Action Milestones: (list specific actions/milestones and targeted correction dates (*) by fiscal quarter in ascending order, and total resources associated with and committed to each action/milestone. As each specific milestone is completed, list the correction date, and where appropriate, the location of the supporting documentation for review upon request by PFM, OIG or the independent auditors).

Metrics: List the metric(s) that will be used to demonstrate progress (not to include achievement of corrective action milestones) and those that will be used to demonstrate that the corrective actions taken remedied the deficiency.