



# Management Control Review Committee (MCRC) Charter

A Mandatory Reference for ADS Chapter 596

Reference Issuance Date: 08/26/2011  
Policy Issuance Date: 10/01/2010  
Responsible Office: M/CFO  
File Name: 596mab\_082611

## MANAGEMENT CONTROL REVIEW COMMITTEE (MCRC) CHARTER

**A. Official Committee Title**

Management Control Review Committee (MCRC)

**B. Specific Establishment Authority**

[OMB Circular A-123, Management Accountability and Control](#)

**C. Date Established:**

July 28, 1990

**D. Committee's Objectives, Scope of Activities, and Duties**

- Provide oversight and recommend to the Administrator final approval for the identification, correction, and reporting of Agency material weaknesses;
- Provide oversight to the audit follow-up process by ensuring that responsibilities are correctly assigned to and managed by senior staff;
- Review and approve the Agency's strategy governing its internal control activities;
- Serve as a policy-making body in matters deemed appropriate by the Chairperson; and
- Participate in meetings, to be held at least semi-annually.

**E. Decisionmaking Process:**

- As determined by the Chair or Vice-Chair, a consensus decides most issues.
- If an issue requires a vote, as determined by the Chair or Vice-Chair, a quorum (simple majority of voting members (and designees)) must be present.
- A simple majority of voting members (and designees) present decides an issue.
- MCRC decisions are binding, unless overruled by the Administrator.

*\*An asterisk and yellow highlight indicate that the adjacent material is new for this chapter or substantively revised. 2*

**F. Proposed Duration of Committee:**

Indefinite

**G. Title of Agency Official To Whom Committee Reports:**

Deputy Administrator

**H. Committee Chairperson and Members:**

Chairperson: Deputy Administrator

Vice Chair/Alternate Chair: Chief Operating Officer

Members:

- C/AID, Agency Counselor
- Assistant Administrator (AA)/Bureau for Management – also serves as the Agency audit follow-up official
- AA/Bureau for Africa
- AA/Bureau for Asia
- AA/Bureau for Middle East
- AA/Bureau for Europe and Eurasia
- AA/Bureau for Latin America and the Caribbean
- AA/Bureau for Global Health
- AA/Bureau for Democracy, Conflict, and Humanitarian Assistance
- AA/Bureau for Economic Growth, Agriculture, and Trade
- AA/Bureau for Legislative and Public Affairs
- Chief Operating Officer/Bureau for Foreign Assistance
- Chief Financial Officer
- Chief Information Officer
- Chief Acquisition Officer/Procurement Executive
- General Counsel
- Director, Office of Small Disadvantaged Business Utilization
- Director, Office of Equal Opportunity Programs
- Director, Office of Human Resources
- Director, Office of Security

*\*An asterisk and yellow highlight indicate that the adjacent material is new for this chapter or substantively revised. 3*

\*- Director, Office of Development Partners

\*- Director, Office of Management, Policy, Budget, and Performance

- Inspector General (non-voting)

**I. Senior Assessment Team**

**1. Senior Assessment Team (Sat) Objectives, Scope Of Activities, And Duties:**

- a. As a subset of the MCRC, the SAT oversees the assessment of internal control over financial reporting, as required by [Appendix A of OMB Circular A-123](#);
- b. Determines the scope, design, and methodology of the assessment;
- c. Ensures that financial reporting assessment objectives are clearly communicated throughout the Agency;
- d. Ensures that the financial reporting assessment is carried out in a thorough, effective, and timely manner;
- e. Identifies and ensures adequate funding and resources are made available;
- f. Reports to the MCRC on the results of the financial reporting assessments and related issues;
- g. Makes recommendations to the MCRC on internal control over financial reporting deficiencies;
- h. Participates in SAT and Agency MCRC meetings as needed; and
- i. Follows the MCRC decisionmaking process.

**\*2. SAT Members:**

**Effective Date: 10/01/2010**

Chief Financial Officer (CFO)	David Ostermeyer, Lead Official
Deputy CFO for Overseas Operations	Robbin Burkhart, Chair
Deputy CFO for Washington Operations	Roberta Lowe, Vice-Chair
Deputy Director, M/OAA/OD	Gary Juste
Director, M/MPBP/OD	Angela McNerney
Director, M/OMS	Beth Salamanca
Director, OHR	Maryanne Hoirup-Bacolod
Congressional Liaison Officer/LPA	Veronica Young
Deputy CIO, M/CIO	Jay Mahanand
Director, OAPA/OD	Harry Dorcus
Director, AFR/DP	Dana Ott

*\*An asterisk and yellow highlight indicate that the adjacent material is new for this chapter or substantively revised. 4*

Director, ASIA/SPO	Carolyn Coleman
Director, ME/SPO	Carolyn Coleman
Director, E&E/PO	Robin Phillips
Director, LAC/SPO	Dan Riley
Director, GH/SPBO	Richard Whelden
Director, DCHA/PPM	William Yaeger
Director, EGAT/PAICO	Carrie Thompson
Director IG/A/FA, (non-voting)	RohitChowbay

596mab\_082611

*\*An asterisk and yellow highlight indicate that the adjacent material is new for this chapter or substantively revised. 5*