



Federal Communications Commission
Washington, D.C. 20554

November 27, 2023

Kyle Hutchinson
Chief Information Officer
Universal Service Administrative
Company 700 12th Street, N.W.
Washington, D.C. 20005

Re: Completion and Remediation of USAC NFRs

Dear Mr. Hutchinson,

This letter concerns the timely completion and remediation of the (2) Notifications of Findings and Recommendations (NFRs) that the Universal Service Administrative Company (USAC) has received in the Fiscal Year (FY) 2023 Federal Information Security Management Act (FISMA) audit report. The audit was conducted, and subsequent report written, by Kearney & Company.

Specifically, the (2) USAC NFRs identify deficiencies in the USAC Financial Operations System (FOS) as follows: 1) ineffective access controls; and 2) inadequate configuration management. Greater detail on each NFR is in the report. Of note, these are repeat findings from prior years. Recommend USAC review the report in detail (as provided by Mr. Jasson Soemo earlier).

Execution of the following by USAC, for the (2) NFRs, is required:

- Develop and submit Corrective Action Plans (CAPs) by **December 29, 2023**
- Remediate and complete no later than **February 28, 2024**.

Should you have any questions, please contact FCC Universal Service Fund (USF) Information Technology (IT) Program Manager, Mr. Jasson Soemo at email: jasson.soemo@fcc.gov.

Thank you for your continued support overall and attention to this specific matter.

Sincerely,

Allen Hill
Chief Information Officer

cc:
Mr. Mark Stephens, Managing Director
Mr. Christopher Webber, Chief Information Security Officer
Mr. Jasson Soemo, USF IT Program Manager