



**INSPECTOR GENERAL**  
**DEPARTMENT OF DEFENSE**  
4800 MARK CENTER DRIVE  
ALEXANDRIA, VIRGINIA 22350-1500

January 10, 2024

MEMORANDUM FOR SECRETARY OF DEFENSE  
DEPUTY SECRETARY OF DEFENSE  
DIRECTOR OF ADMINISTRATION AND MANAGEMENT

**SUBJECT:** Review of the Responsibilities and Actions Related to the Secretary of Defense's Hospitalization in December 2023 – January 2024 and the DoD's Policies and Procedures for Notification and Transition of Authorities Due to Unavailability of Senior Leadership

The purpose of this memorandum is to notify you that we plan to begin the subject review in January 2024. The objective of the review is to examine the roles, processes, procedures, responsibilities, and actions related to the Secretary of Defense's hospitalization in December 2023 – January 2024, and assess whether the DoD's policies and procedures are sufficient to ensure timely and appropriate notifications and the effective transition of authorities as may be warranted due to health-based or other unavailability of senior leadership.

The DoD OIG may revise or expand the objective and scope as the review proceeds. We plan to perform this review in accordance with Council of the Inspectors General on Integrity and Efficiency, "Quality Standards for Federal Offices of Inspector General."

We will perform the review at the Office of the Secretary of Defense. We may identify additional offices and personnel who might have information relevant to our review.

We request that you designate a staff member to serve as our point of contact for this review within **5 days** of this memorandum. The point of contact should be a Government employee—a GS-15, or pay band equivalent, or the military equivalent—and knowledgeable of the matters related to the objective. Send the contact's name, title, grade/pay band, phone number, and e-mail address to [REDACTED].

The Inspector General Act of 1978, 5 U.S.C. §§ 401-424, as amended, authorizes us to have access to personnel and materials as we determine necessary to perform our independent oversight in a timely manner. Information about the DoD Office of Inspector General is contained in DoD Directive 5106.01, "Inspector General of the Department of Defense (IG DoD)," April 20, 2012, as amended, and DoD Instruction 7050.03, "Office of the Inspector General of the Department of Defense Access to Records and Information," March 22, 2013. More information about our office is available on our website, <https://www.dodig.mil>.

If you have any questions about this review, please contact [REDACTED] at [REDACTED].

  
Robert P. Storch

cc:  
General Counsel of the Department Of Defense