



**U.S. Department of  
Transportation**  
Office of the Secretary  
of Transportation

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1200 New Jersey Avenue, SE  
Washington, DC 20590

**INFORMATION MEMORANDUM TO THE DEPUTY SECRETARY**

**From:** Brodi Fontenot  
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x6-2332

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**Subject:** Suspension and Debarment Annual Report  
Calendar Year 2011

Section 6.a. (9) and (10) of the U.S. Department of Transportation (DOT) Order 4200.5E, Government-wide Suspension, Debarment and Ineligibility requires that the DOT Operating Administrations (OA) and Secretarial offices prepare an Annual Report, as follows:

OAs and Secretarial Offices shall prepare an annual report to the Office of the Senior Procurement Executive (OSPE) listing all cases in which debarment or suspension actions were initiated, referred, or completed and the status or outcome of each case. The submission shall include all cases entered into the DOT Tracking and Reporting System website, even if no action was initiated. If no action was initiated, the OA or Secretarial Office must explain why no action was initiated. For those OAs with no cases uploaded onto the DOT Tracking and Reporting System website, a negative report is also required. This report shall cover the preceding calendar year and shall be submitted to the OSPE on the first of February each year.

The OSPE is responsible for forwarding the report to the Deputy Secretary with a copy provided to the General Counsel (GC) and the Office of Inspector General (OIG).

Attached is a summary report of the Department's Suspension and Debarment actions for Calendar Year 2011. Out of 10 Operating Administrations, only four, the Federal Aviation Administration, the Federal Highway Administration, the Federal Transit Administration, and the Maritime Administration, reported Suspension and Debarment actions for 2011.

