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Management's Corrective Action Plan

In response to this finding City of Hope will implement the following:

1. Procurement Operations to provide training to reinforce current policy requirements. Training will also include Strategic Sourcing and Research personnel to emphasize procurement guidelines prior to requisition submission.
2. Corporate Accounting will select a sample size of federally funded procurement spend to ensure controls have been appropriately remediated.
3. Procurement and Sourcing department will review current long-term contracts pertaining to federal funding to ensure adherence with documented compliance standards.
4. To ensure controls are operating effectively around suspension and debarment reviews, finance leadership will work with the purchasing department to update internal control policies to confirm there is a full review of all vendors engaged to work on federally funded programs.
5. Purchasing department will perform a review of existing contracts to ensure suspension and debarment reviews have been completed.

Contact Person:

Ryan Cabarrao, System Vice President, Sourcing and Procurement (Actions 1, 2, and 3)
Tracy Karns, TGen Controller (Action 4 and 5)

Expected Completion Date: September 30, 2023