


DGS Director Response

Case #22-0005-I

FROM	NAME & TITLE	Attila Berke, DIRECTOR	CITY of BALTIMORE M E M O	
	AGENCY NAME & ADDRESS	DEPARTMENT OF GENERAL SERVICES 200 N HOLLIDAY STREET ROOM 800		
	SUBJECT	DGS OIG Response		

DATE: 6/16/2022

TO Office of the Inspector General
100 N. Holliday, Suite 635
Baltimore, Maryland 21202

Pursuant to your request, please consider this Memo as a written response to OIG Case #22-0005-1. Thank you for completing this investigation on behalf of the Department of General Services. After identifying the incident in 11/21, DGS Deputy Chief of Operation notified DGS Human Resources and Facilities Deputy Chief of Administration. Within 5 business days, both parties conducted an internal investigation with union representatives & HVAC staff. After the investigations concluded, DGS leadership issued progressive discipline to specific staff based on information shared during the internal investigation. A Standard Operating Procedure was created, presented, and signed by facilities staff. Included in the SOP there is language for specific job duties and their responsibility regarding the verification of work performed. DGS Facilities leadership has reviewed the SOP with staff (within the past 6 months) and staff has acknowledged receipt of the document. Also implemented is our on-site staff performs random site visits to verify work is completed and communicates with customer to verify work completed.

Please do not hesitate to contact the Department of General Services if there is any further information required.

Sincerely,



Attila Berke, Director
Department of General Services