**Office of Internal Audit**

**FY2024 Audit Work Plan**

**Approved Audit Projects**

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| **Committed Projects** | **Resources Committed** |
| **Continuous Auditing** – Ongoing reviews of P-Card purchases, payments by check via the Accounts Payable system, and travel advances. | 1,100 |
| **Quarterly Reviews** – Reviews of select department payrolls, and account reconciliation monitoring. | 320 |
| **Consulting / Other** – Special Requests, areas of emerging interest, open items, system conversions, and risk monitoring. | 500 |

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| **Proposed Projects** | **Resources Committed** |
| **IT Access Security** – Review role assignments, and processes in place for managing and controlling access to the ERP. | 400 |
| **Fleet Services** – Analyze fleet availability / utilization within the context of Department missions. | 400 |
| **Park Resources** – Revenue and expense analysis; scheduling of activities; supplies and inventories. | 400 |
| **PW Engineering** – Review business processes that support the division’s key goals and objectives. Analyze associated revenues and expenses. | 300 |
| **Airport Concessions** – Review controls and procedures surrounding collections and booking to a select group of concession arrangements. | 300 |
| **Twenty Mile South Farm Operations** – Review expenditures, asset acquisitions, and general operational controls. | 400 |
| **Control Narrative Program –** Review prior audit work to identify key business controls. Document those controls and create a review protocol. Audit coverage will be increased as a result without a corresponding increase in resource investments. | 500 |
| **Resource Requirements for Proposed Projects** | **4,620 hours** |
| **Estimated Staff Resources Available** | **4,620 hours** |