

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
ANNUAL REPORT ON GOALS, OBJECTIVES AND POLICIES

January 2009

Program ID/Title: AGS-104/Internal Post-Audit

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I. Goal

To achieve complete compliance with the State Comptroller's established accounting procedures and internal controls by the State's Executive departments and agencies through financial and compliance audits.

II. Objectives and Policies

- A. #1 – Complete at least 85% of the annual audits within the time period specified by statute or external mandate and establish a schedule of non-annual audits that will provide an adequate audit cycle for those departments which are not audited annually.
- B. #2 – Within a five-year period, incrementally move to the completion of all annual audits within the time period specified by statute or external mandate and schedule enough non-annual audits each year so that every department in the executive branch will be audited at least once every three years where the department is not audited annually.

III. Action Plan and Timetable

- A. Objective/Policy #1 – Complete at least 85% of the annual audits within the time period specified by statute or external mandate and establish a schedule of non-annual audits that will provide a reasonable audit cycle for those departments which are not audited annually.

1. Required Actions

- a. Define the target group to be audited.
- b. Establish a schedule of annual and non-annual audits.
- c. Review and approve the audit requests of departments and agencies.

2. Past Year Accomplishments
 - a. The target group to be audited was defined.
 - b. A schedule of annual and non-annual audits was established. Thirty of thirty-three planned annual audits of State agencies were completed within the time period specified by statute or external mandate. Fifteen of eighteen planned non-annual audits were completed during the fiscal year.
 - c. Eight audit requests of departments and agencies were reviewed and approved.
 3. Items c can be implemented within a three-month period from the time that an audit request is received from a department or agency.
- B. Objective/Policy #2 – Within a five-year period, incrementally move to the completion of all annual audits within the time period specified by statute or external mandate and schedule enough non-annual audits each year so that every department in the executive branch will be audited at least once every three years where the department is not audited annually.
1. Required Actions
 - a. Update the target group to be audited each year.
 - b. Establish a schedule of annual and non-annual audits each year based on the updated target group.
 - c. Review and approve the audit requests of departments and agencies.
 2. Past Year Accomplishments
 - a. The target group to be audited was updated.
 - b. The schedule of annual and non-annual audits was revised based on the updated target group.

- c. Eight audit requests of departments and agencies were reviewed and approved.
 3. One Year – Implement all of the action items within a one-year period. Identify the annual audits of departments which cannot be completed within the time period specified by statute or external mandate because of accounting or auditing problems so that corrective action can be taken.
 4. Two Years – Continue the implementation timetable of the first year.
 5. Five Years – Continue the implementation timetable of the prior years.

IV. Performance Measures

- A. Customer Satisfaction Measure – An annual evaluation survey will be developed and distributed to the target group. Any concerns identified through the survey will be addressed immediately.
- B. Program Standard Measure – Program standard will be the completion of all annual audits within the time period specified by statute or external mandate, and the audit of every department in the executive branch at least once every three years where the department is not audited annually.
- C. Cost Effective Measure – Cost to conduct the audits will be monitored to ensure that they are reasonable and fair and do not exceed budgeted costs and comparable audit fees.