



State Audit Committee - OIA Assessment for FY 2014

Category	Measure	SAC Comments
Vision and Leadership		
<ul style="list-style-type: none"> Convey a clear vision for the Office and its work; set annual goals. Determine scope of work without limitations by management. Adequate contact with management & audit committee to ensure adequate responses made to its audit recommendations. Adequate response to requests by audit committee and alerts them to significant issues that might not otherwise be disclosed to the committee. Maintain professional relationships with appropriate stakeholders and audit professionals. Adopt a continuous improvement posture relative to Office functions and responsibilities. Maintain a positive and energetic work environment within the Office. 	<ul style="list-style-type: none"> Prepare bi-annual strategic plan with progress updates on stated goals annually. Maintain independence reporting structure & appearance. Active remediation of comments by management. Realize favorable responses in 80% of survey responses. Receive at least 10 requests for additional services outside of planned audit activities. Communicate useful and timely information to committee. Active involvement in leadership roles for audit profession. 	
Work Planning and Delivery		
<ul style="list-style-type: none"> Develop a high quality work plan for office activities that reflects prioritization of the work and resource availability. Assess risks & controls related to the audit committee's charge. Effective process for prioritizing audit work. Issue internal audit reports on a 	<ul style="list-style-type: none"> Complete annual audit plan before fiscal year with risk factors and audit priorities identified. Submit audit plan update/revisions quarterly. Issue preliminary audit reports (incl. security records & consulting) to audit committee. Issue OIA Annual Report by end of fiscal year. 	



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<p>timely basis and in sufficient detail to allow for effective action by management.</p> <ul style="list-style-type: none"> • Keep audit committee apprised of the audit plan progress. • Sufficiently complete internal audit plan activities. 		
Management of resources		
<ul style="list-style-type: none"> • Sufficient staff in terms of size, experience, and budgetary resources to meet the objectives of the state. • Attention to staff professional development needs; ensure a high level of professional certified staff. • Technical knowledge to ensure duties are performed correctly. • Organize resources to facilitate completing internal audit plan. 	<ul style="list-style-type: none"> • Maintain adequate staffing & update committee quarterly. • Attain 60% professional certifications for OIA staff. • Provide average of 40 hours of continuous professional education. • Complete at least 80% of planned engagements. • Operate within budgeted resources; Maintain full cost recovery for budgeted expenditures. 	