

(Item 5) Internal Audits - Schedule and Status

Not Issued

Cash Handling - Rec Centers, Police, Convention Ctr, Muni Ct

2017	Audit	Cash Handling	Comments
Type of Audit		Internal	Pat of audit plan 2nd qtr
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started			

2017	Audit	Park Bond Follow Up	Comments
Type of Audit		Internal	Part of audit plan 1st qtr
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started			

2015	Audit	Parking Follow Up Review	Comments
Type of Audit		Internal	Meet with Noel Correia and Sara Smith at Parking to discuss how to go about clearing findings. Folders have been set up on the shared drive so that as findings are cleared they can put evidence of clearing the finding in the folder. I will then review the evidence and clear the finding.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		05/15/2015	

2015	Audit	Parking Forensic Audit Follow Up	Comments
Type of Audit		Internal	Meet with Noel Correia and Sara Smith at Parking to discuss how to go about clearing findings. Folders have been set up on the shared drive so that as findings are cleared they can put evidence of clearing the finding in the folder. I will then review the evidence and clear the finding.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		05/15/2015	

2017	Audit	Cash Reserves / Negative Balances	Comments
Type of Audit		Internal	Part of audit plan - dates and times not listed. Will try to fit this in as it is an important topic.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		TBD	

2017	Audit	Duplicate Payments	Comments
Type of Audit		Internal	Part of audit plan 3rd and 4th quarter.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		TBD	

2017	Audit	Family Medical Leave Act	Comments
Type of Audit		Internal	Part of audit plan 2nd and 3rd quarter.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		TBD	

2017	Audit	Genoveva Chavez Community Center	Comments
Type of Audit		Internal	This audit is the result of a fraud hotline tip.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		02/29/2016	

2017	Audit	Public Utilities - Phase Two Performa	Comments
Type of Audit		Internal	Part of audit plan - 3rd qtr
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		01/15/2016	

2017	Audit	Temporary Employees	Comments
Type of Audit		Internal	A result of a tip received from an employee
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started			

2017	Audit	Vendor Security Audit	Comments
Type of Audit		Internal	Part of audit plan 1st and 2nd quarter.
Auditor		Internal Audit	
Due Date of Audit		TBD	
Date Field Work Started		TBD	

City of Santa Fe

2016	Audit	Public Utilities - Phase One - Audit of	Comments
Type of Audit	Internal		05/05/2016 This report is on hold as there is an on-going investigation. Once the investigation is concluded the report will be issued. 02/23/2016 This report is in draft stages. Waiting for clearance from legal, SFPD, and the State Auditor's Office to release.
Auditor	Internal Audit		
Due Date of Audit	03/31/2016		
Date Field Work Started	11/01/2015		