

Review of UNC General Administration's Internal Audit Report for the Second Quarter FY 2013

Internal Audit has released its Second Quarter Report for Fiscal Year 2013.



THE UNIVERSITY OF NORTH CAROLINA GENERAL ADMINISTRATION

MEMORANDUM

TO: Mr. Thomas W. Ross, President
Mr. Walter C. Davenport, Audit Committee Chair, UNC GA Board of Governors

FROM: Mr. Jeffrey A. Henderson, Assistant Vice President Finance, Audit and Financial Reporting
Ms. Jan-Rae D. Castillo, Internal Auditor

SUBJECT: Report for the Office of Internal Audit for the Second Quarter FY 2013

DATE: January 4, 2013

Summary of Completed and Pending Engagements

The annual audit plan is a dynamic document that may change during the fiscal year as circumstance warrant. Requests from management, hotline and other investigations, and changes in the organization or operations may result in changes to the plan and to priorities.

For the quarter ended December 31, 2013, Internal Audit completed and/or initiated the following engagements:

Pending- Scheduled Audits and Consultations

UNC-TV PCard Review: In November, we began fieldwork for an internal control review of the North Carolina Center for Public Television's Procurement Card program. Our testing includes a review of policies and procedures, compliance to those policies and procedures, and a reasonableness assessment of expense items. Fieldwork is expected to be completed in February.

Professional Development

State law requires the Office of Internal Audit to follow the *International Standards for the Professional Practice of Internal Auditing*. Standard 1230 states: "Internal auditors must enhance their knowledge, skills, and other competencies through continuing professional development." The internal auditor has become a Certified Public Accountant as of September 19, 2011. To meet the requirements of Standard 1230, the internal auditor has attended the following workshops and conferences:

External Training:

- Institute of Internal Audit Durham Chapter Enterprise Risk Management/October Membership Meeting on October 9, 2012
- University of North Carolina Auditors' Association "Soaring During a Recession" Conference on October 15-16, 2012
- NC Office of the State Controller 2012 E-commerce Conference on October 30, 2012
- University of North Carolina Controller's Workshop on November 5, 2012
- Institute of Internal Audit "Building a Better Internal Auditor: Key Competencies for 2013 and Beyond" on December 18, 2012

JAH/JDC

Cc: Mr. Charlie E. Perusse, Chief Operating Officer