

## **AUDIT SERVICES**

### **Definition**

Audit Services is an independent appraisal activity established within the District as a service to the District.

It is a control which functions by examining and evaluating the adequacy and effectiveness of other controls.

### **Objective**

The objective of Audit Services is to assist District employees to improve operations and reduce risk by furnishing analyses, appraisals, recommendations, and information concerning the activities reviewed.

The audit objective includes promoting effective control at reasonable cost.

### **Scope**

The scope of Audit services encompasses the evaluation of the District's system of Internal control and the quality of performance. The scope includes:

1. Reviewing the reliability and integrity of financial and operating information
2. Reviewing the systems established to ensure compliance with policies, plans, procedures, laws, and regulations.
3. Reviewing the safeguarding of assets and verifying the existence of assets
4. Appraising the economy and efficiency with which resources are utilized
5. Reviewing operations and programs to determine whether results are consistent with established objectives, goals, and plans

### **Authority**

Audit Services reports to the Chancellor and functions under the policies established by management, the Board of Trustees, and Government Code § 1236.

The Manager of Audit Services is authorized access to all District records, properties, and personnel relevant to the performance of audits.

### **Responsibility**

The responsibility of Audit Services includes:

1. Serving the District in a manner consistent with the Standards for the Professional Practice of Internal Auditing and the Code of Ethics of the Institute of Internal Auditors
2. Coordinating audit activities with others and functioning as the audit liaison in order to best achieve the audit objectives of the District
3. Submitting an annual audit schedule and summary activity reports to the Chancellor and to the Board Finance Committee

Audit Services has no authority or responsibility for activities audited.