

# PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION OFFICE OF INTERNAL AUDIT and RISK ASSESSMENT 2009-10 ANNUAL WORK PLAN

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## 2009-10 Work Plan Initiatives – July through December 2009

**Departmental Staffing** – Under the approved restructuring plan, complete actions necessary to secure departmental staffing of audit positions necessary to fulfill the mission and objectives of the Office of Internal Audit and Risk Assessment.

**Communicate PASSHE's Risk Assessment Initiatives** – Work with System colleagues providing the basis for implementing a multi-layered risk assessment process with an overarching goal of developing a prioritized internal audit plan based on recognized levels of risk exposure and potential resulting liabilities. Specific work will include a pilot process at one PASSHE university and the Office of the Chancellor. Assessments will be based on strategic, financial, operational, compliance, reputational, and environmental risks impacting the entities analyzed.

**Carry-over 2008-09 Annual Work Plan Projects** – Completion of eight projects currently in-process related to Travel Policies and Reimbursed Expenses, Parking Fines, Tuition and Fee Waivers, and Work Study Employment. Audit work will be completed and final reports detailing internal audit outcomes will be issued.

**Special Projects** – Board of Governors Policy 1991-09-A, *State System Audit Policy*, provides for the Office of Internal Audit and Risk Assessment to conduct special project audits and investigations as requested by the Board of Governors, the Chancellor and University Presidents, as well as outside entities, e.g. the Commonwealth's Auditor General or Inspector General.

## 2009-10 Work Plan Initiatives – January through June 2010

Based on departmental staffing of approved positions, projects will be identified and determined contingent on the total number of auditor personnel hours available. A detail of proposed audit engagements including project categories of risk assessment, governance, compliance, IT controls, financial, operational, reputational, miscellaneous, and special projects will be provided at the January 2010 Board of Governors meeting for approval.