



DEPARTMENT OF ADMINISTRATION

Interagency Internal Audit Program

Audit, Consulting and Management Analysis

DOA – Department of Internal Audit

Internal Audit Act Requirements

- Establish a program of internal audit for DOA agencies
- Comply with professional auditing standards
- Perform auditing and consulting services to DOA agencies to add value and improve agency operations

DOA Office of Internal Audit

- Comply with the Institute of Internal Auditor's Standard for Professional Practice of Internal Auditing
- When required - collaborates with Office of Internal Audit within Office of State Budget and Management

Internal Audit Program Mission and Objectives

The mission of Internal Audit Department is to perform an independent, objective assurance and consulting function to add value and to improve the performance of the Department of Administration (DOA) operations. Internal Audit aims to help the Department accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance process.

Code of Ethics

Integrity: Perform work with honesty, diligence, and responsibility

Objectivity: Not participate in any activity or relationship that may impair or be presumed to impair their unbiased assessment

Confidentiality: Prudent in the use and protection of information acquired in the course audit

Competency: Perform internal auditing services in accordance with the Standards for the Professional Practice of Internal Auditing and continually improve their proficiency and the effectiveness and quality of their services

Types of Audits and Consulting Services

- Internal control assessment
- Risk management
- Operational audits
- Special request reviews
- Investigation
- Follow-up review

DOA – Agencies Served

- Motor Fleet Management (MFM)
- State Surplus (SSP)
- Federal Surplus
- State Parking
- Purchasing and Contracts (P&C)
- Commission of Indian Affairs
- Council for Women
- Facility Management
- Human Resources (HR)