

OIA REMEDIATION ACTIVITY - OBSERVATIONS

As of March 22, 2012

Moderate Risk Comment 2011-COM-02-01		Issued: April 26, 2011
Agency:	Commerce	Recommendation: Management should consider implementing a formal timeline for inventory in their policies and procedures and re-emphasize the importance of accurate and timely inventory to personnel involved in the process. Additionally, consider converting the items to cash via auction or other means and ensure adequate segregation of duties over the safekeeping items inventory process.
Report:	Unclaimed Funds	
Comment:	Inventory of Safekeeping Items	
Completion Date:	9/30/11 (Revised 2/29/12)	
Status: Closed		Comments: N/A

Moderate Risk Comment 2012-AGR-01-01		Issued: September 29, 2011
Agency:	Agriculture	Recommendation: Revise current procedures to require submission of permit and inspection fees with the application. Procedures should be developed to ensure receipt of appropriate fees prior to scheduling an inspection of a ride; inspector duties focused on inspections rather than administrative collection functions.
Report:	Amusement Ride Safety	
Comment:	Collection and Timely Deposit of Permits and Inspection Fees	
Completion Date:	12/31/11	
Status: Closed		Comments: N/A

Moderate Risk Comment 2012-DAS-02-01		Issued: September 29, 2011
Agency:	Administrative Services	Recommendation: Develop policies and procedures to include reconciliation of radio usage to billings in an effort to ensure all fees collected from MARCS users are complete. In addition, execute agreements for all user accounts and determine all existing agreements are current.
Report:	Multi-Agency Radio Communication System (MARCS) Audit	
Comment:	Radio Usage Reconciliation	
Completion Date:	12/31/11 (Revised 7/31/12)	
Status: Open; validation required		Comments: Action plan drafted but not implemented by agency. Upon agency implementation, OIA will validate.

Moderate Risk Comment 2012-DAS-02-02		Issued: September 29, 2011
Agency:	Administrative Services	Recommendation: Evaluate current lease and radio usage agreements, including those which have terms for non-cash exchanges, and ensure the financial impacts of the agreements has been properly recorded in the financial records. Also, consider evaluating the sub-lease clause in the primary agreement to determine its relevance.
Report:	Multi-Agency Radio Communication System (MARCS) Audit	
Comment:	Financial Records	
Completion Date:	12/31/11 (Revised 7/31/12)	
Status: Open; validation required		Comments: Action plan drafted but not implemented by agency. Upon agency implementation, OIA will validate.