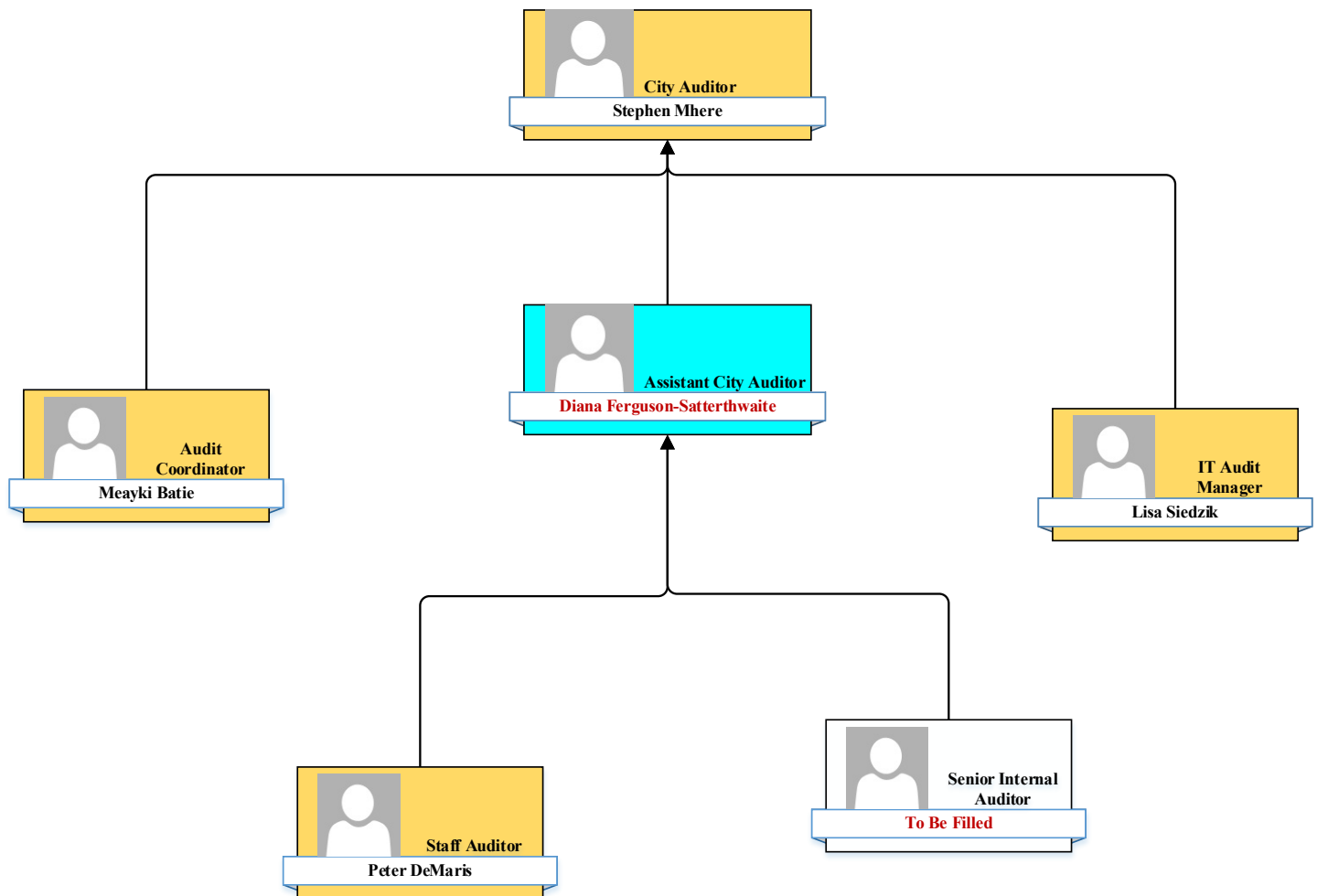


ITEM 1:**OVERVIEW OF OFFICE, SCOPE, AND RESPONSIBILITIES****Office of the City Auditor: Office Overview****Mission:**

To promote honest, efficient, effective, transparent, and fully accountable government.

Values:

To conduct our work independently and objectively, both in fact and in appearance, while upholding the highest ethical standards.



Office of the City Auditor: Scope (Key Operational Domains)

Fraud Hotline

- Receive reports
- Assess and categorize reports
- Conduct investigations
- Document findings

Enterprise & IT Risk Assessment

- Establish audit universe
- Conduct enterprise risk assessment
- Conduct IT risk assessment
- Establish Annual Audit Plan

Auditing Services

- Conducting performance, compliance, and IT audits
- Reporting and communicating audit findings to stakeholders
- Conducting post-audit reviews

Special Projects

- Example 1: Audit workpaper system implementation
- Example 2: Assist Audit Committee select external auditor

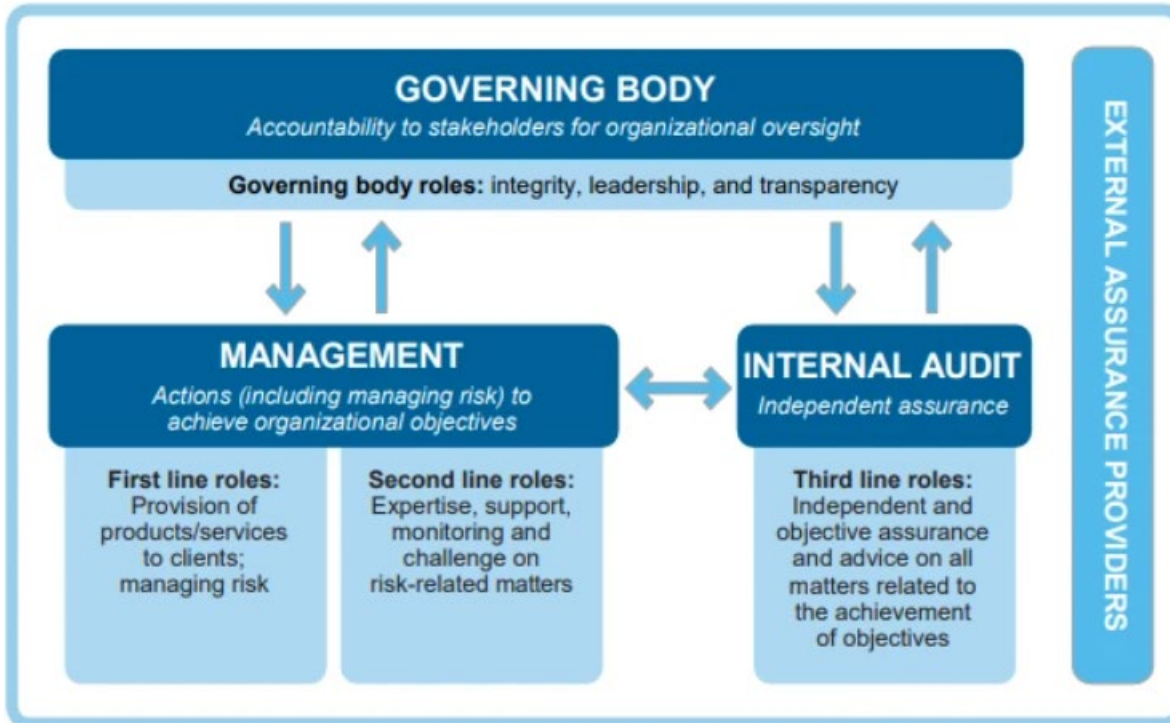
Ethics Training

- Prepare ethics training for all employees
- Provide training online and monitor
- Arrange and coordinate ethics, public meeting, and public records training for elected officials

Advisory Services

- Advise and assist management on controls, operations, and processes
- Unlike audits, advisory or consulting services are conducted upon management request

Office of the City Auditor: Interactions with Stakeholders



Office of the City Auditor: Professional Standards

	<p style="text-align: center;">Institute of Internal Auditors <i>(Global Internal Audit Standards)</i></p>
	<p style="text-align: center;">U.S. Government Accountability Office <i>(Generally Accepted Government Auditing Standards)</i></p>
	<p style="text-align: center;">Association of Certified Fraud Examiners <i>(CFE Code of Professional Standards)</i></p>
	<p style="text-align: center;">ISACA (Information Systems Audit and Control Association) <i>(IT Audit and Assurance Standards)</i></p>

ITEM 5:

AREAS OF OVERLAP WITH OTHER CHARTERS

- ❖ No areas of overlap
- ❖ However, there are consultations and areas of collaboration
 - Collaboration with Office of the City Clerk to provide ethics training for elected officials
 - Collaboration with HR when filling positions
 - Consult City Attorney on issues of law