

DEPARTMENT OF CITRUS

Office of Inspector General's
Internal Audit Activity

For the Review Period
July 2016 Through June 2017



Sherrill F. Norman, CPA
Auditor General

Inspector General of the Department of Citrus

The Florida Citrus Commission appointed the Inspector General. Kevin R. Eaton served as the Inspector General during the review period.

The review team leader was Mary W. Lynn, CPA, and the review was supervised by Jacqueline M. Joyner, CPA.

Please address inquiries regarding this report to Lisa Norman CPA, Audit Manager, by e-mail at lisanorman@aud.state.fl.us or by telephone at (850) 412-2831.

This report and other reports prepared by the Auditor General are available at:

FLAuditor.gov

Printed copies of our reports may be requested by contacting us at:

State of Florida Auditor General

Claude Pepper Building, Suite G74 • 111 West Madison Street • Tallahassee, FL 32399-1450 • (850) 412-2722

DEPARTMENT OF CITRUS

Office of Inspector General's Internal Audit Activity

SUMMARY

In our opinion, the quality assurance and improvement program related to the Department of Citrus, Office of Inspector General's internal audit activity was adequately designed and complied with during the review period July 2016 through June 2017 to provide reasonable assurance of conformance with applicable professional auditing standards and the Code of Ethics issued by The Institute of Internal Auditors.

BACKGROUND

The Florida Citrus Commission (Commission) serves as the agency head of the Department of Citrus (Department). The Department was created pursuant to Chapter 601, Florida Statutes. As such, the Department is not a State agency as defined by Section 20.055(1)(d), Florida Statutes, and is not subject to the requirements of Section 20.055, Florida Statutes.

The Commission established an Office of Inspector General that was assigned one position, the Inspector General. The Inspector General performed internal audit activities and other accountability and oversight activities.

The Inspector General identified five engagements that had been completed as part of the Office's internal audit activity during the review period. For these engagements, the Office elected to follow *International Standards for the Professional Practice of Internal Auditing (IIA Standards)*.

REPORT ON QUALITY ASSESSMENT REVIEW

Pursuant to Section 11.45(3)(a), Florida Statutes, we have reviewed the quality assurance and improvement program for the Office of Inspector General's internal audit activity in effect for the period July 2016 through June 2017. A quality assurance and improvement program for the Office of Inspector General's internal audit activity encompasses the charter, organizational environment, and policies and procedures established to provide management with reasonable assurance that the internal audit activity operates in conformity with applicable auditing standards and the Code of Ethics issued by The Institute of Internal Auditors. The design of the quality assurance and improvement program and compliance with it are the responsibility of the Office of Inspector General.

In conducting our review, we obtained an understanding of the quality assurance and improvement program and performed such tests and other procedures as we considered necessary. Because of inherent limitations in any quality assurance and improvement program, departures from the program may occur and not be detected. Also, projection of any evaluation of the quality assurance and improvement program to future periods is subject to the risk that the program may become inadequate because of changes in conditions, or that compliance with policies and procedures may deteriorate.

In our opinion, the quality assurance and improvement program related to the Office of Inspector General's internal audit activity was adequately designed and complied with during the review period to provide

reasonable assurance of conformance to applicable professional auditing standards and the Code of Ethics issued by The Institute of Internal Auditors.

OBJECTIVES, SCOPE, AND METHODOLOGY

We conducted this quality assessment review in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the review to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our review objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our review objectives.

The objectives of this review were to evaluate the extent to which the Office of the Inspector General's internal audit activity's charter, policies and procedures, quality assurance and improvement program, work products, and other selected programs, activities, and functions conform to applicable professional auditing standards and the Code of Ethics issued by The Institute of Internal Auditors and to identify opportunities to enhance the Office of the Inspector General's internal audit activity's management and work processes, as well as its value to Department management.

Our review included an evaluation of two of the five engagements completed as part of the Office's internal audit activity during the review period for compliance with applicable professional auditing standards. Our review was modeled primarily on the methodology presented in The Institute of Internal Auditors' *Quality Assessment Manual*.

AUTHORITY

Pursuant to the provisions of Section 11.45(3)(a), Florida Statutes, I have directed that this report be prepared to present the results of our review.

A handwritten signature in blue ink that reads "Sherrill F. Norman". The signature is written in a cursive style with a large, stylized initial "S".

Sherrill F. Norman, CPA
Auditor General