

ATTACHMENT B
Proposed Internal Audit
Annual Audit Plan
FY 05

	<u>Budget Hours</u>
<u>Internal Audits</u>	
Travel	120
P-Card	120
Fuel	160
Cash Controls	120
<u>Continuous Audit:</u>	
Org Risk Assessment	4
Inventory	4
Cash Counts	4
Vehicle/Equip	4
Contract Reviews	4
<u>Projects:</u>	
Follow up External Audit	90
<u>Company Meetings:</u>	
Board Meeting	6
Board Meeting - COW	3
Board - Finance Committee	4
Executive Staff	36
Other Staff	12
President/Mgr Meetings	1
Safety Meetings	2
Benefits/United Way/Other	1
<u>Performance Monitoring:</u>	
KPI's	4
Monthly Report	4
<u>Training:</u>	
Seminar	8
IIA	2
MSCPA	2
Company Training/Self	4
Visio	4
APPA Conference	24
<u>Misc</u>	
Research Audit/ Acct. Stds.	6
Office Set-up / Tools	6
Vacations	17
Total Hours	776