



Internal Audit Department

O R A N G E C O U N T Y

AUDIT HIGHLIGHT

JUNE 16, 2011

**High
Impact
Audit**

INTERNAL CONTROL AUDIT: PUBLIC DEFENDER REVOLVING FUNDS PROCESS Audit No. 1053

WHY IS THIS AUDIT IMPORTANT?

The Public Defender maintains three revolving funds: a regular revolving fund in the amount of \$50,000, a Special Use Revolving Fund in the amount of \$250,000 and a Delta Special Revenue Fund in the amount of \$5,000.

During the audit period, the Public Defender incurred approximately **\$1.5 million in revolving fund expenditures**. This audit evaluated the Public Defender's internal controls to ensure revolving funds are adequately safeguarded; transactions are processed in accordance with County policy; and transactions are properly authorized, recorded completely, accurately and processed timely.

WHAT THE AUDITORS FOUND?

Successes

Our audit found internal controls are in place to ensure revolving funds are adequately safeguarded; transactions are processed in accordance with County policy; and transactions are properly authorized and recorded completely, accurately and processed timely.

Audit Findings and Control Recommendations

We identified **two (2) Control Findings** to enhance existing revolving funds process and controls with regards to the resolution of long-outstanding reconciling items on bank reconciliations and the need to increase the frequency of revolving fund replenishment requests.