

# Control Self Assessment Questionnaire

This Control Self-Assessment Questionnaire is a multipurpose tool to be used by departments in assessing adequacy of internal controls within their area. The primary purpose of this tool is for departments to self-review in order to identify potential areas of weakness, non-compliance, and/or unsound practices.

This questionnaire is designed so that a "NO" response indicates an area of potential concern. A "NO" suggests that the budget unit may be in non-compliance with a particular policy or procedure, and/or missing or non-functioning control.

Departments are encouraged to self-assess themselves at regular intervals, depending on the outcome of the initial self-assessment. A budget unit with a significant number of "NO" responses should make needed corrections, and then perform a follow-up self-assessment within a few months.

Periodically, Internal Audit will select departments to perform a self-assessment as of a particular time. The results of the Control Self-Assessment Questionnaire will be forwarded to the Internal Auditor for review and random verification of the responses.

The Control Self-Assessment is divided into six categories as follows:

- I. General Controls
- II. Cash Controls
- III. Operating Expenditures
- IV. Personnel Expenditures and Travel
- V. Equipment and Computer Security
- VI. Ethics

## I. GENERAL CONTROLS

	Question	Yes	No	N/A
1.	The department performs a monthly reconciliation/review of its Comptroller Statements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	The department performs a monthly reconciliation/review of its payroll reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Unreconciled financial transactions are researched and corrected in a reasonable period of time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	The number and scope of department authorized signers are reasonable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Control Self Assessment Contents Template

**Allison Rossett**



## **Control Self Assessment Contents Template:**

*The Master Guide to Controllers' Best Practices* Elaine Stattler, Joyce Anne Gabel, 2020-06-10 The essential guide for today's savvy controllers Today's controllers are in leadership roles that put them in the unique position to see across all aspects of the operations they support The Master Guide to Controllers Best Practices Second Edition has been revised and updated to provide controllers with the information they need to successfully monitor their organizations internal control environments and offer direction and consultation on internal control issues In addition the authors include guidance to help controllers carry out their responsibilities to ensure that all financial accounts are reviewed for reasonableness and are reconciled to supporting transactions as well as performing asset verification Comprehensive in scope the book contains the best practices for controllers and Reveals how to set the right tone within an organization and foster an ethical climate Includes information on risk management internal controls and fraud prevention Highlights the IT security controls with the key components of successful governance Examines the crucial role of the controller in corporate compliance and much more The Master Guide to Controllers Best Practices should be on the bookshelf of every controller who wants to ensure the well being of their organization In addition to their traditional financial role today's controllers no matter how large or small their organization are increasingly occupying top leadership positions The revised and updated Second Edition of The Master Guide to Controllers Best Practices provides an essential resource for becoming better skilled in such areas as strategic planning budgeting risk management and business intelligence Drawing on the most recent research on the topic informative case studies and tips from finance professionals the book highlights the most important challenges controllers will face Written for both new and seasoned controllers the Guide offers a wide range of effective tools that can be used to improve the skills of strategic planning budgeting forecasting and risk management The book also contains a resource for selecting the right employees who have the technical knowledge analytical expertise and strong people skills that will support the controller's role within an organization To advance overall corporate performance the authors reveal how to successfully align strategy risk management and performance management In addition the Guide explains what it takes to stay ahead of emerging issues such as healthcare regulations revenue recognition globalization and workforce mobility As controllers adapt to their new leadership roles and assume more complex responsibilities The Master Guide to Controllers Best Practices offers an authoritative guide to the tools practices and ideas controllers need to excel in their profession

*Operational Risk Management* Philippa X. Girling, 2022-02-17 Identify assess and mitigate operational risk with this practical and authoritative guide In the newly revised second edition of *Operational Risk Management A Complete Guide for Banking and Fintech* accomplished risk executive and expert Philippa Girling delivers an insightful and practical exploration of operational risk in organizations of all sizes She offers risk professionals and executives the tools strategies and best practices they need to mitigate and overcome ever present operational risk challenges that impact business in all industries This latest edition

includes Insight into how operational risk can be effectively managed and measured in today's digital banking age Updates on the latest regulatory guidance on operational risk management requirements in all aspects of the operational risk framework Updates on the new Basel II capital modeling methodology for operational risk New explorations of operational risk events in recent years including the impact of the global Covid 19 pandemic Updated case studies including large events at Wells Fargo Credit Suisse and Archegos Capital Management Ideal for executives managers and business leaders Operational Risk Management is also the perfect resource for risk and compliance professionals who wish to refine their abilities to identify assess mitigate and control operational risk

**Assessment and Data Systems in Early Childhood Settings** Claire McLachlan, Tara McLaughlin, Sue Cherrington, Karyn Aspden, 2023-01-01 This book describes the use of data systems in early childhood settings birth to eight years for the purposes of assessment evaluation and curriculum planning It presents an international collection of research examining ways in which teachers and researchers have revisited notions of what constitutes effective assessment revised ways in which they assess children's learning and development and use the knowledge gained for curriculum planning It offers insights into contemporary research on how teachers and children are engaging with data systems as part of effective assessment and how these approaches influence practice This book presents recent theorizing and examples of research which have investigated innovative approaches to assessment using data systems in early years settings It represents both early childhood and junior primary contexts and includes research which focusses on teachers perspectives and reflections on use of data systems It also examines research which reflects on what children gain from being involved in these data systems

*Fundamentals of Operational Risk Management* Simon Ashby, 2022-04-03 Threats to an organization's operations such as fraud IT disruption or poorly designed products could result in serious losses Understand the key components of effective operational risk management with this essential book for risk professionals and students Fundamentals of Operational Risk Management outlines how to implement a sound operational risk management framework which is embedded in day to day business activities It covers the main operational risk tools including categorisation risk and control self assessment and scenario analysis and explores the importance of risk appetite and tolerance With case studies of major operational risk events to illustrate each concept this book demonstrates the value of ORM and how it fits with other types of risk management There is also guidance on the regulatory treatment of operational risk and the importance of risk culture in any organization Master the essentials and improve the practice of operational risk management with this comprehensive guide

Creativity, innovation and entrepreneurship: the learning science towards higher order abilities Zehui Zhan, Patrick S. W. Fong, Harrison Hao Yang, Kuen-Yi Lin, Baichang Zhong, 2023-01-03 **The CISA Prep Guide** John Kramer, 2003-02-26 This is the first commercially available book to offer CISA study materials The consulting editor Ronald Krutz is the co author of The CISSP Prep Guide 0 471 26802 X Provides definitions and background on the seven content areas of CISA Includes many sample test questions and explanations of answers More than 10 000

people registered for the CISA exam in 2002 CD ROM contains annual updates to the exam so the book remains current for a number of years

**Practical Guide to the Evaluation of Clinical Competence E-Book** Eric S. Holmboe, Steven James Durning, 2023-11-24 Offering a multifaceted practical approach to the complex topic of clinical assessment Practical Guide to the Assessment of Clinical Competence 3rd Edition is designed to help medical educators employ better assessment methods tools and models directly into their training programs World renowned editors and expert contributing authors provide hands on authoritative guidance on outcomes based assessment in clinical education presenting a well organized diverse combination of methods you can implement right away This thoroughly revised edition is a valuable resource for developing implementing and sustaining effective systems for assessing clinical competence in medical school residency and fellowship programs Helps medical educators and administrators answer complex ongoing and critical questions in today s changing medical education system Is this undergraduate or postgraduate medical student prepared and able to move to the next level of training To be a competent and trusted physician Provides practical suggestions and assessment approaches that can be implemented immediately in your training program tools that can be used to assess and measure clinical performance overviews of key educational theories and strengths and weaknesses of every method Covers assessment techniques frameworks high quality assessment of clinical reasoning and procedural competence psychometrics and practical approaches to feedback Includes expanded coverage of fast moving areas where concepts now have solid research and data that support practical ways to connect judgments of ability to outcomes including work based assessments clinical competency committees milestones and entrustable professional assessments EPAs and direct observation Offers examples of assessment instruments along with suggestions on how you can apply these methods and instruments in your own setting as well as guidelines that apply across the medical education spectrum Includes online access to videos of medical interviewing scenarios and more downloadable assessment tools and detailed faculty guidelines An eBook version is included with purchase The eBook allows you to access all of the text figures and references with the ability to search make notes and highlights and have content read aloud

**ISO 9000 for Software Developers** Charles H. Schmauch, 1995 Software Engineering

**Assessment Procedures for Counselors and Helping Professionals** Robert J. Drummond, Karyn Dayle Jones, 2006 The leading text in appraisal for counselors is a thorough overview covering basic measurement theory and all relevant tests It provides guidance on how and when to use tests in different environments with different populations and practical guidance on basic procedures like test selection administration and reporting Key revisions include significant expansion of measurement foundations separate chapters on validity and reliability as well as a new chapter on Understanding Test Scores More case studies have also been added throughout the text to help readers understand how to work with assessments and assessment results

**Changing Internal Audit Practices in the New Paradigm** Glen L. Gray, 2004

**MCS5 Visual C++6 Desktop Exam Cram** James M. Lacey, 2000 This Desktop Exam Cram provides information

on developing desktop applications and passing the new MCSD exam 70 016 Designing and Implementing Desktop Applications with Microsoft Visual C 6 0 This new test is mapped to specific job role skills under the new MCSD program which will increase employer demand for those certified in the new track

**The ASTD E-learning Handbook** Allison Rossett,2002 The entire training industry is undergoing dramatic change as training is moved out of traditional classrooms and onto the Web Training publications and conferences are now dominated by speakers writers and vendors talking about e Learning The e Learning revolution is forcing companies to spend millions on new technology and new web based courseware threatening the role of traditional classroom trainers and saving companies millions of dollars in housing and travel costs because trainees no longer need a plane ticket and 3 nights accommodation to attend a corporate training program the training can be delivered to each learner s desktop over the Web But because e Learning is still in the revolution stage there are no clear standards and models for how to create and deliver e Learning successfully Everyone is asking the same questions how does web based training fit in with traditional classroom based training What are the standards for designing high quality e Learning How much interaction with an instructor do e Learning participants need What is the role of the instructional designer in online learning The ASTD e Learning Yearbook will be the first annual refe

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**Collaborative Brain Injury Intervention** Mark Ylvisaker,Timothy J. Feeney,1998 Provides thorough coverage of cognitive behavioral and communication issues applied through positive everyday routines Practical text that covers topics concerning both children and adults Includes issues associated with prefrontal injury which is most common in traumatic brain injury Keywords Occupational Therapy Occupational Therapist OT Brain Injury

**Campus Technology** ,2007 **INASP-health Directory ...** ,2003 **Performance Improvement Quarterly** ,2001

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