



Memorandum

TO: Joint Audit Committee/Board of Trustees

FROM: Allain Mallari

SUBJECT: Internal Audit Charter

DATE: 8/5/2019

Approved

Roberto A. Perez

Date

8/5/19

Recommendation

Discussion and action on the proposed Internal Audit Charter.

Background

Internal Audit Charter is defined by the Chartered Institute of Internal Auditors (IIA) as a formal document that defines internal audit's purpose, authority, responsibility, and position within the organization. It is designed to establish the terms of reference of the internal audit function within the organization.

The charter sets the description of the work to be provided by the internal audit division and support it will need from the Board, management, and staff of the organization.

The charter can act as a service level agreement with the Board and/or Audit Committee so that there is a clear understanding of the role and responsibilities of the internal audit division. It provides guidelines on the nature and scope of the services and defines the expectations and limitations of the internal audit function.

Conclusion

Staff recommends the adoption of the Internal Audit Charter.

Allain Mallari

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