***FAST FACTS from Internal Control*** ***December 2009***

In an ongoing effort to increase awareness, safeguard assets, assure the accuracy of accounting data, promote operational efficiency, and encourage adherence to managerial policies and directives, SUNY Fredonia Internal Control will issue informational monthly *FAST FACTS* to all faculty and staff*.*

**Time For Review!**

The conclusion of the fall semester is a great time for a quick

Internal Control Review

**PURPOSE**

Internal Control conducts independent reviews of operations and procedures and reports observations and recommendations to the campus department under review.

**RESPONSIBILITIES**

Internal Control is responsible for assessing the various functions and control systems of the campus and for advising management concerning their conditions. The fulfillment of these responsibilities includes, but is not limited to the following:

    Appraising the effectiveness and application of administrative and financial controls and reliability of data.

        Evaluating adherence to State University of New York plans, policies and procedures and compliance with appropriate governmental laws and regulations.

        Ascertaining the adequacy of controls for safeguarding SUNY Fredonia assets and, when appropriate, verifying the existence of such assets.

         Performing special reviews requested by the State University of New York

        Conducting appraisals of economy and efficiency in the use of SUNY Fredonia resources and making appropriate recommendations to management.

        Coordinating audit planning and required reviews with the State University of

 New York

*Please enjoy your holiday break and have a safe and secure New Year!*

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If you have any questions, comments or suggestions regarding Internal Control *FAST FACTS* or any other Internal Control related issues, please contact Amy Beers, Director of Internal Control, at 673-4925 or amy.beers@fredonia.edu . Internal Control Committee members include Amy Beers, Tracy Bennett, Jean Blackmore, David Ewing, Karen Klose, Karen Porpiglia, Robyn Reger, Matthew Snyder, Denise Szalkowski and Daniel Tramuta.

Reference: <http://www.suny.edu/sunypp/documents.cfm?doc_id=290>