

Audit Plan and Objectives for FY 2007

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Audit Plan and Objectives for FY 2007

Objectives

- Review, Evaluate and Monitor the Risks, Controls and Processes for Cash Processes to include Bus/Rail Cash Processes, Debit/Credit Card Transactions, Parking Lot Revenues, Paratransit Program , Other Revenue Sources and Electronic Processes
- Review Efficiency and Effectiveness of WMATA Operations and Administrative Processes
- Review and Evaluate Maintenance Performance Standards and Measurement Indicators
- Concentrate on High Risk Areas to include Inventory Management, High Risk Contracts and Environmental Issues
- Review/Audit/Participation/Oversight of Bus and Railcar Purchase/Rehabilitation Contracts, Radio Contract and Bus Fare Box Procurement
- Participate as Subject Matter Experts and Review Information Systems under Development and Monitor and Report Upon Progress on the ITRP.
- Control Self Assessment Program Evaluating Internal Controls and Risk Analysis with Participating Employees
- Continue Internal Control and Ethics Training for Employees
- Continue Contract Audit Program of auditing non-competed construction/engineering and equipment contracts and modifications
- Monitor the General Manager's Efficiency Hotline and Conduct Investigations of Allegations of Fraud, Waste and Abuse as Appropriate
- Participate in OPER Safety Committee Meetings and Report Safety Issues Raised by Employees

Audit Plan and Objectives for FY 2007

Internal Audit

- Continue Review, Assess , Monitor and Evaluate Risks, Controls and Processes of WMATA Cash Processes
 - Debit/Credit Card Transactions
 - Sales and Consignment Offices
 - Office of Treasurer Cash Processes
- Continue Review Effectiveness/Reliability of Paratransit Contractor Performance and Drug and Alcohol Program
- Evaluate Smartrip Program Effectiveness
- Follow-up Review of Environmental Program
- Continue Evaluation/Oversight of Purchase Card Program
- Evaluate Performance Measures/Performance in CMNT
- Evaluate Internal Controls Related to:
 - Accounts Payable
 - Revenue
- Follow-up Review of Inventory Management and Sub-Storeroom Efficiencies
- Audit of Bus and Rail Car High Risk Purchase/Rehabilitation Contracts
 - Rail Car Procurements (2000-3000 Rehab and 6000 Series)
 - Motorola
 - Cubic
 - ERG
 - Escalator/Elevator Maintenance and Rehabilitation Contracts
- Oversight and Review of Continuous Audit Programs for Payroll, Accounts Payable, Inventory and Escalator Maintenance
- Audit of Project Management (Salaries and Consultants) on WMATA Construction, IRP and Other contracts
- Follow-Up on Prior Audits to Evaluate Corrective Actions Taken

Audit Plan and Objectives for FY 2007

Information Technology Audit

- Participate as Subject Matter Experts and Review Information Systems Under Development
 - Audit and Monitor electronic collection of revenue to include
 - Smart Card
 - Credit and debit card processing
 - Internet sales
 - Metro Chek sales
- This includes continuous risk assessment of the processes to evaluate potential areas of vulnerability
- Continue Evaluation of Security Issues Pertaining to Information Systems
 - Audits of Information Technology System Issues as Appropriate

Control Self Assessment

- Continue Workshops Pertaining to Internal Controls, Customer Service and other Related Matters
- Continue Internal Control Training for Employees
- Continue Ethics Training for Employees

Audit Plan and Objectives for FY 2007

Contract Audit

- Pre-Negotiation Audits of Modifications/Proposals and Sole Source Procurements for Construction and Architect/Engineering Contracts
- Risk and Equipment Audits
 - Audit of Sole Source and Modifications to Equipment and Equipment Related Contracts
 - Buy America Audits
 - Evaluate other Contract Related Risks as Appropriate
- Professional Services Oversight
 - Oversight and Review of Engineering and Other Professional Service Firms
- Financial Capability Reviews
- Close out of Contracts
- Audits of Master Agreement Costs
- Monitor and Review Pay Estimates for Major Contracts

Investigations/Inspections

- Operate General Manager's Efficiency Hotline
- Conduct Investigations as Appropriate
- Continue Field Visits and Participate in OPER Safety Committee Meetings
- Continue to Review and Report Safety Issues Raised by Operating Employees
- Evaluate Fraud Prevention/Mitigation Measures

Other Initiatives

- Coordinate External Auditor Activities
- Coordinate External Audits by GAO, DOT IG and FTA
- Oversight of Contractor Drug and Alcohol Compliance