





**McCONNELL & JONES LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

# INTERNAL AUDIT SERVICES



# STATUS REPORT TO THE COMMISSIONERS FEBRUARY 8, 2018

INFORMATION ITEM – NO ACTION REQUIRED



## Internal Audit Activities

Internal Audit Services' activities during this period (November 1, 2017 through January 20, 2018) include:

- Continued the CBOD Education Program Audit
  - Determining Education Needs
  - Education Program Topics
  - Education Resources Available to Stakeholders
  - Education Content Delivery Methods
  - Education Requirements
  - Education Program Monitoring Process
  - Education Program Metrics
  
- Began the Personal Identifiable Information Handling Audit
  - Employee, License Holders, Contractors and Prize Winners
    - Data Protection
    - Data Classification
    - Staff Data Handling Training
    - Data Handling and Security Policies

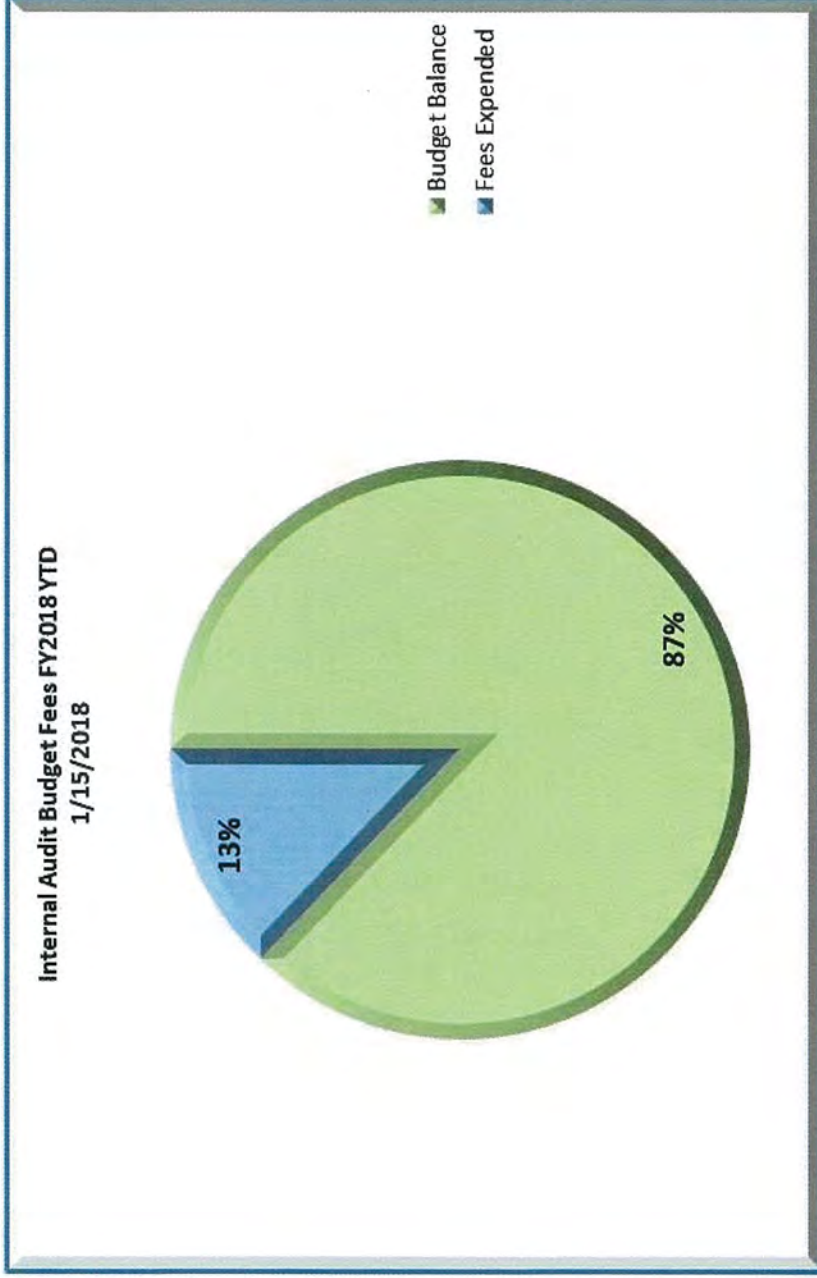
# Fiscal Year 2018 Internal Audit Plan Status

Activity #	Audit	Planning	Fieldwork	Draft Report	Mgmt. Comments	Final Report	Issued
1	CBOD Education Program						
2	Personal Identifiable Information Handling						
3	Social Responsibility						
4	Drawing Equipment Maintenance						
5	Unclaimed Prize Processes						
6	Instant Game Closing Processes						
7	Main and Mail Room Processes						
8	Follow-Up On Prior Audit Findings						
9	Monitor of Fraud/Complaint Hotlines Lines						
10	External Audit / Review Assistance						
11	Update Risk Assessment & Develop 2019 Audit Plan						
12	Annual Audit Report						

Legend: Not Started In-Progress  
 Completed Continuous



# FY 2018 Internal Audit Budget as of January 15, 2018



*MJ is cognizant of the importance of managing the approved hours and budget. As such we are diligent about staying within the estimated hours per audit and activity. There may be instances where audits/activities are over or under estimated hours and we will adjust the audit plan budget accordingly to stay within the total approved budget.*



## Anticipated Activities Next Period

- Complete the CBOD Education Program Audit
- Continue the Personal Identifiable Information Handling Audit
- Commence Social Responsibility Audit