



Internal Audit Report

Corporate Services Department

Interim Audit: Review of Creditors

June 2008

4 SUMMARY

4.1 The following table represents the ICQ question responses from the Creditors Supervisor.

No of questions	ANSWERS		
	Yes	No	Not responsible
18	8	3	7

4.2 Explanation and/or evidence was provided to support 8 of the 8 questions answered with yes.

4.3 The 3 questions that had no as the answer were in relation to the system being registered with the Information Commissioner and some data protection issues. The Creditors Supervisor is not responsible for this area therefore had no knowledge of these requirements. All 3 questions were changed to a 'yes' after consultation with the Data Protection and Information Security Administrator.

4.4 The 7 questions that the Creditors Supervisor was not responsible for related to the departments involvement in the process. This will be looked at when carrying out the full audit in 2009/10.

4.5 The auditor is satisfied that the section has answered the ICQ in an appropriate manner and no significant areas of weakness were found.

4.6 An Action Plan has not been produced for this audit however the following minor areas will be analysed in more detail within the full audit in 2009/10:

- procedure manual being brought up to date and linking with the Oracle User Manual
- old server retention period
- erroneous payments levels