
THE OFFICE OF INTERNAL AUDIT'S COMMON AUDIT ISSUES THAT IMPEDE EAGLE EXCELLENCE

Compliance

Are departmental operations in compliance with all of the following?

- Federal Regulations
- North Carolina General Statutes
- North Carolina Office of State Budget and Management
- North Carolina Office of Human Resources
- University of North Carolina - General Administration
- NCCU policies

Segregation of Duties

Does one person complete a process from beginning to end? If so, is there oversight?

For instance, is one person purchasing supplies and a different person reconciling the transactions? If not, is someone else reviewing the process or reconciliation?

Approval of Transactions

Transactions should be approved by someone who:

- Is listed as the budget authority on the fund
- Has been delegated signatory authority
- Is required to sign based on the instructions on the form, or other guidance

Reconciliations

Are reconciliations occurring regularly? Are they documented?

Physical and Logical Security

- Are hard copies of documents containing sensitive or personal identifiable information (PII) adequately secured?
- Do all users of systems have unique login information? (No shared usernames or passwords)
- Have all administrative usernames and passwords been changed from the default? (No user name "administrator")



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