

Formal Review Example

The following is an example and purpose of a formal review:

The Compliance Office performs a review of the Accounting Procedures for Departmental Fiscal Record Keeping, University Procedure 21.01.01.M1.01, Supplements System Policy 21.01 and System Regulation 21.01.01:

- Measure the designated official's ability to locate the University Procedure and System Regulations and familiarity and knowledge of the elements therein.
- Determine if the procedure requires a submission of annual forms to the System office or a governmental agency. The submission of these documents will be assessed to ensure the designated official is compliant.

