

MEMORANDUM

TO: UAHuntsville Faculty and Staff

FROM: Robert A. Altenkirch

DATE: August 12, 2012

SUBJECT: Internal Audit

The University of Alabama in Huntsville has internal control systems in place to ensure that risks are appropriately identified and managed; financial and administrative information is reliable, accurate and timely; policies, procedures, laws and regulations are followed; and resources are used efficiently, effectively and are adequately protected. Our Office of Internal Audit, reporting to the General Auditor of The University of Alabama System, is an independent, objective assurance and consulting activity designed to add value to and improve the University's operations related to internal controls and make recommendations for improvements where needed.

The Internal Audit staff is authorized to have full and unrestricted access to University records, personnel and facilities. Information requested by our internal auditors should be provided on a timely basis, and their requests should be considered a priority.

When internal audit reports are issued, the administrator of the audited area is responsible for ensuring that appropriate action is taken on each audit recommendation and for communicating those actions in a timely manner to the management and the Director of Internal Audit.

Thanks,

Bob