

# COMPREHENSIVE INTERNAL AUDIT CHECKLIST FOR EFFECTIVE COMPLIANCE

<b>Internal Audit Checklist</b>		
<b>Item</b>	<b>Description</b>	<b>Status</b>
<b>1</b>	<b>Organization and Management</b>	
1.1	Organizational structure	[ ]
1.2	Management accountability	[ ]
1.3	Governance and oversight	[ ]
<b>2</b>	<b>Risk Management</b>	
2.1	Risk identification and assessment	[ ]
2.2	Risk mitigation strategies	[ ]
2.3	Risk monitoring and reporting	[ ]
<b>3</b>	<b>Control Environment</b>	
3.1	Policies and procedures	[ ]
3.2	Segregation of duties	[ ]
3.3	Authorization and approval controls	[ ]
<b>4</b>	<b>Information Systems</b>	
4.1	Data security and access controls	[ ]
4.2	IT infrastructure and maintenance	[ ]
4.3	Business continuity and disaster recovery	[ ]
<b>5</b>	<b>Financial Management</b>	
5.1	Budgeting and forecasting	[ ]
5.2	Expense management	[ ]
5.3	Financial reporting and compliance	[ ]
<b>6</b>	<b>Compliance and Legal</b>	
6.1	Regulatory compliance	[ ]
6.2	Contract management	[ ]
6.3	Legal and ethical standards	[ ]
<b>7</b>	<b>Human Resources</b>	
7.1	HR policies and procedures	[ ]
7.2	Talent management and development	[ ]
7.3	Employee relations and engagement	[ ]
<b>8</b>	<b>Operational Efficiency</b>	
8.1	Process improvement initiatives	[ ]
8.2	Performance metrics and KPIs	[ ]
8.3	Quality control and assurance	[ ]

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**LP Steffe**



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