



**Audit Report**  
**Facility Management**  
**Central Plant & Janitorial Supplies**  
**Annual Inventory Audit – FY2013**  
**Status: Final**

**For action:**

Dan James

Facilities Director

**For information:**

Jeff May

County Auditor

Shela Vinson

Second Assistant Auditor

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**Report Summary**

As part of the End of Year procedures, an inventory audit of the Central Plant and Janitorial Supplies was conducted.

The overall objective of the audit was to provide assurance that county assets were intact and accounted for and that internal controls are in place to ensure:

- Inventory recorded in the financial records exist, is accurately reported, and adequately safeguarded
- The operations of the office conform to prescribed procedures
- Exposure to potential risk is minimized

The audit scope included a count of all inventory on hand at the end of the fiscal year and a review of inventory procedures and internal controls.

The results of the testing did not disclose any instances of non-compliance. However, the audit was not intended to provide absolute assurance there are no procedures, activities, or controls that could be strengthened. The objective was to provide reasonable assurance County assets are safeguarded and appropriately managed.

The time and assistance provided by the Central Plant and Janitorial Supplies staff during this engagement is greatly appreciated.