

1. Purpose

The purpose of this procedure is to provide guidance to internal audit staff with respect to monitoring progress arising from audits and other reviews.

1.1 Monitoring Progress

The Director Audit and Risk must establish and maintain a system to monitor the disposition of results communicated to management.

1.2 Process

The following process is to be adopted by the Director Audit and Risk and other relevant Audit and Risk Staff:

- a) The Director Audit and Risk is to establish and maintain a system for recording, tracking, analysing and reporting on recommendations arising from internal audits and reviews conducted.
- b) Following the Audit and Risk Committee meeting at which the audit report is presented, the responsible internal auditor is to record the findings, recommendations and management responses in the system approved by the Director Audit and Risk to capture that information.
- c) At the April and October Audit and Risk Committee Meetings a report on the status of outstanding audit recommendations arising from internal audit engagements is to be presented to the Committee meeting.
- d) The report will provide information on the status of current outstanding and overdue audit recommendations, including due by dates and the responsible business area and senior executive officer.

2. Administration Data

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Related policies or other documents:	<ul style="list-style-type: none"> • International Professional Practice Framework of Internal Audit • IAA Implementation Guidance IG 2500: Monitoring Progress