

ENTITY 2021 ICQs

June 30, 2021

CONTROL ACTIVITIES
TRANSFERS

QUESTION	YES	NO	N/A	REMARKS
<p>A. Segregation of Duties</p> <ol style="list-style-type: none"> 1. Are all interfund transfers properly authorized and approved by appropriate officials? 2. Does the entity use computer software to account for transfers between funds/accounts? <ol style="list-style-type: none"> a. Determine/verify access to programs, and functions within programs, is limited to those who have a legitimate need. Identify those with access. <p>B. Procedural Controls</p> <ol style="list-style-type: none"> 1. Are transfers in and transfers out recorded in the proper funds, in the same accounting period and on a timely basis? 2. Are interfund transfers balanced monthly? 3. Are all interfund transfers adequately explained and documented? 4. Are interfund transfers appropriately classified as transfers rather than revenues/expenditures? 5. Are interfund receivables and payables identified at year end? <p>C. Custody</p> <ol style="list-style-type: none"> 1. Is supporting documentation for interfund transfers retained? 				