

• **Audit, Budget and Finance Committee**

February 12, 2001 Committee Meeting

10a

Subject

Interim General Auditor’s Audit Work Plan (Revised)

Description

Attached is the recommended three-year audit work plan ([Attachment 1](#) and [Attachment 2](#)) as revised to reflect fiscal year 2000-01 mid-year adjustments. The adjustments reflect a risk assessment on all assignments and a redeployment of audit resources to match the risk profile. The original plan was decreased by at least 4,000 hours in each of the plan years as shown below.

(Audit Hours)	Original Plan	Decrease	Revised Plan
FY2000-01	18,300	(4,655)	13,645
FY2001-02	18,800	(4,000)	14,800
FY2002-03	18,800	(4,000)	14,800

Generally, the decrease in planned hours includes 2,900 hours relating to a change in the assumption on the use of the co-sourcing agreement with KPMG, and 1,100 hours relating to a reduction in department personnel.

1. Use of Co-Sourcing Agreement – The original plan assumed maximum use (3,300 hours) of the co-sourcing agreement with KPMG in each of the three plan years. The revised plan assumes that the co-sourcing agreement will only be used on assignments where outside expertise is needed. As such, the revised audit work plan includes 280 hours in fiscal year 2000-01 for assignments already in progress and 400 hours each for fiscal years 2001-02 and 2002-03. Use of the 400 hours is not specifically identified at this time; therefore the hours have been assigned to *Job #767, Special Board of Directors Requested Reviews*.
2. Reduction in Department Personnel – The revised plan assumes reduction of one senior management position in the Department for all plan years.

Risk Assessment and Audit Selection Process

To help ensure that the Audit Department’s limited resources are effectively utilized, a quantitative risk assessment was used to select and prioritize audit assignments. The risk assessment considered seven factors that were rated on a scale of 1(low risk) to 5 (high risk). The outcome of this process was a weighted-average risk assessment for each assignment. The risk factors used in this process are the same factors that have been used by the Audit Department for many years. The factors include financial, liquidity, internal control, transaction volume, political, prior audit results and other risks.

Audit resources were then matched to audit assignments based on the results of the risk assessments. Financial auditors were assigned to four types of audits – financial, projects/programs, operational and miscellaneous. Financial audits are considered our primary focus and, as such, financial auditors were first assigned to these jobs, followed by project/program audits (which are contracts and agreements), operational audits and finally miscellaneous audits. Information systems auditors were generally assigned to one audit type -- information technology audits. This process resulted in a decrease of 4,655 hours for fiscal year 2000-01 as shown on the following table.

(Audit Type)	Fiscal Year 2000-01 Hours		
	Original Plan	Change	Revised Plan
Financial	2,290	35	2,325
Projects/Programs	7,440	(1,105)	6,335
Information Technology	3,050	(645)	2,405
Operational	2,500	(1,730)	770
Miscellaneous	1,740	(1,245)	495
Administration	<u>1,280</u>	<u>35</u>	<u>1,315</u>
	18,300	(4,655)	13,645

The decrease in hours for project/program audits, information technology audits and operational audits is due primarily to the reduction of co-sourcing hours with KPMG. The decrease in hours for miscellaneous audits is due primarily to the reduction in department personnel.

Policy

Procedure for Department Head Evaluation and Compensation.

Board Options/Fiscal Impact

Option #1

Approve the Interim General Auditor's Audit Work Plan (Revised)

Option #2

Redirection of the Interim General Auditor's Audit Work Plan (Revised)

Staff Recommendation

Option #1


Interim General Auditor

1/3/2001
Date

[Attachment 1 – Three-year Audit Work Plan \(Revised\)](#)

[Attachment 2 – Three-year Audit Work Plan \(Revised\) Traditional Format](#)

**Internal Audit Department
Audit Work Plan -- Revised
Summary -- Hours**

<u>Audit Type</u>	<u>FY 2000-01</u>			<u>FY 2001-02</u>			<u>FY 2002-03</u>		
	<u>Revised</u>	<u>Change</u>	<u>Original</u>	<u>Revised</u>	<u>Change</u>	<u>Original</u>	<u>Revised</u>	<u>Change</u>	<u>Original</u>
Financial	2,325	35	2,290	2,340	60	2,280	2,400	110	2,290
Projects and Programs	6,335	(1,105)	7,440	7,800	(1,100)	8,900	7,240	80	7,160
Information Technology	2,405	(645)	3,050	2,340	80	2,260	2,340	(290)	2,630
Operational	770	(1,730)	2,500	280	(2,140)	2,420	780	(3,000)	3,780
Miscellaneous	495	(1,245)	1,740	920	(740)	1,660	920	(740)	1,660
Administration	1,315	35	1,280	1,120	(160)	1,280	1,120	(160)	1,280
	<u>13,645</u>	<u>(4,655)</u>	<u>18,300</u>	<u>14,800</u>	<u>(4,000)</u>	<u>18,800</u>	<u>14,800</u>	<u>(4,000)</u>	<u>18,800</u>

See detail pages 2-5

**Revised Audit Work Plan
3-Year Plan Beginning FY00-01**

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
F	Assist External Auditor: Quarterly & Y/E Audits -- FY 2000-01	778	6	3.3	400	500	500	-	-	-	400	500	500
F	Assist External Auditor: Quarterly & Y/E Audits -- FY 1999-00	714	6	3.3	100			-	-	-	100		
F	Employee/Director Expense Claims & Annual Report	228	5	3.1	240	240	240	-	-	-	240	240	240
F	Stores Inventory -- Quarterly Cycle Counts	564	1	3.0	185	160	160	25	-	-	160	160	160
F	Operating Equipment Inventories -- Quarterly	596	1	3.0	240	240	240	-	-	-	240	240	240
F	Quarterly Review of Purchase Card Transactions	724	1	2.9	320	320	320	-	-	-	320	320	320
F	Financial Diagnostic Reviews	619	6	2.8	200	200	200	-	-	-	200	200	200
F	Petty Cash Counts	602	1	2.0	120	120	120	-	-	-	120	120	120
F	Amortization of SWP Participation Rights	650	5	1.6	40	40	40	-	-	-	40	40	40
F	Federal & State Lobbying Reports	242	6	1.4	80	80	80	-	-	-	80	80	80
F	Annual Review of Debt Issues	683	6	1.2	140	140	140	-	-	-	140	140	140
F	Annual Financial Report & CAFR	688	6	1.2	60	60	60	-	-	-	60	60	60
F	Annual Bond Statement Update	687	6	1.0	20	20	20	-	-	-	20	20	20
F	Miscellaneous Financial Reviews	255	1	1.0	180	220	280	10	60	110	170	160	170
Total Financial Audits					2,325	2,340	2,400	35	60	110	2,290	2,280	2,290
P	Monitor Inland Feeder Project	508	2	4.1	1,120	1,200	1,200	(80)	-	-	1,200	1,200	1,200
P	State Water Project Contract Matters	252	4	4.0	80	100	100	(20)	-	-	100	100	100
P	Monitor Diamond Valley Lake Recreation Project	736	2	3.8	360	600	600	(40)	-	-	400	600	600
P	Monitor Interim Agricultural Water Program	523	4	3.8	280	220	220	60	-	-	220	220	220
P	Consulting Agreement Audits	538	2	3.7	1,050	1,100	1,100	50	100	100	1,000	1,000	1,000
P	Review Colo. River Aqueduct Groundwater Storage Agreements	735	4	3.6	-	240	240	(240)	-	-	240	240	240
P	Review of High Efficiency Clothes Washer Rebate Program	721	4	3.4	240			-	-	-	240		
P	Audits of Other Major Construction Projects	777	2	3.4	600	600	600	-	-	-	600	600	600
P	Monitor Diamond Valley Lake Project Costs	493	2	3.4	200			-	-	-	200		
P	Review Groundwater Storage Program Agr. With Member Agencies	723	4	3.3	135	240	240	(105)	-	-	240	240	240
P	CAL-FED Category III Agreement Compliance	632	4	3.2	140	140	140	(260)	(60)	(60)	400	200	200
P	JIT Contracts/Inventory Replenishment Contracts	681	2	3.2	260	240	240	20	-	-	240	240	240
P	Review of Reclamation & Groundwater Recovery Programs	671	4	3.1	1,060	1,100	1,100	(40)	-	-	1,100	1,100	1,100
P	Review of Agreements for Agency Temps	741	2	3.0	300			300	(300)	-		300	
P	Review Community Partnering and Other Grants	739	5	2.9		300		-	-	-		300	
P	Oxidation Retrofit Construction Projects	631	2	2.9	320	400	400	-	-	-	320	400	400
P	Seasonal Storage Program Status	637	4	2.8	190	220	220	(30)	-	-	220	220	220
P	Monitor Alameda Corridor Project	720	2	2.7		400	400	(320)	-	-	320	400	400
P	Central Valley Water Storage / Exchange Agreements	659	4	2.6	-	500		-	-	-		500	
P	Pre-Contract Award Audits	668	1	2.6				(400)	(400)	(400)	400	400	400
P	Lake Mathews Watershed Program Compliance	640	4	2.5		200	200	-	(200)	200		400	
P	Review Member Agencies Service Conn. Reimbursable Projects	774	2	1.6			240	-	(240)	240		240	
Total Projects/Program Audits					6,335	7,800	7,240	(1,105)	(1,100)	80	7,440	8,900	7,160

**Revised Audit Work Plan
3-Year Plan Beginning FY00-01**

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
IT	Follow-up on Quarterly Info. Technology Projects Status Reports	717	3	4.8	120	120	120	-	-	-	120	120	120
IT	Assist IT Management on DWR SAP Systems Upgrade Project	768	3	4.8	100			-	-	-	100		
IT	Review Business Resumption Plans -- Information Systems	677	1	4.6	80	40	40	-	-	-	80	40	40
IT	Web-based PeopleSoft Upgrade -- SDLC	737	3	4.6	220			-	-	-	220		
IT	Monitor Implementation of a New Rate Structure in WINS -- SDLC	772	3	4.6		240		-	-	-		240	
IT	SCADA Upgrades -- SDLC	779	3	4.6	220			-	-	-	220		
IT	Review of Capital Projects Reporting Process	781	3	4.6	240			240	-	-			
IT	Environmental Compliance Systems -- SDLC	458	3	4.4	40			-	-	-	40		
IT	SOMMS -- SDLC	660	3	4.4	220			-	-	-	220		
IT	Monitor Enterprise-wide IT Security Implementation	738	1	4.2	220			-	-	-	220		
IT	Windows NT/2000 Implementation -- SDLC	664	3	4.0	200			-	-	-	200		
IT	Oracle Financials Upgrade -- SDLC	718	3	4.0	220			-	-	-	220		
IT	Enterprise Server Upgrade -- SDLC	719	3	4.0	220			-	-	-	220		
IT	Electronic Document Management Project -- SDLC	524	3	4.0	80			(20)	-	-	100		
IT	PIR -- Investment Management System	465	1	3.6		300		(300)	300	-	300		
IT	Software Licensing Compliance Review	679	1	3.2		240		-	-	-		240	
IT	PIR -- Remote Meter Reading System	700	1	3.2		360		-	360	(360)			360
IT	Data Center Review	692	1	3.2		240		(240)	240	-	240		
IT	PIR -- Oracle Accounts Receivable	663	1	3.0		300		-	300	(300)			300
IT	PIR -- LIMS	734	1	3.0		240		(240)	240	-	240		
IT	PIR -- PRIMA System	701	1	2.8			360	-	(360)	360		360	
IT	Oracle Database Security Review	665	1	2.6			360	-	(360)	360		360	
IT	PIR -- Labor History & Transfer System	666	1	2.6			300	-	-	300			
IT	PIR -- WINS	695	1	2.6				-	-	-			
IT	PIR -- PeopleSoft Time & Labor System	704	1	2.6			360	-	-	-			360
IT	Review External Access to Internal Production Systems	776	1	2.6			200	-	-	-			200
IT	Review IT Change Management and Configuration Control	780	3	2.6				-	-	(220)			220
IT	PIR -- Asset Management System	642	1	2.4				-	(300)	-		300	
IT	PIR -- Bond Inventory System	702	1	2.0				-	-	(240)			240
IT	PIR -- PeopleSoft Personnel & Benefits	694	1	2.0				-	-	-			
IT	Information Systems Quality Assurance Program	569	3	1.8				-	-	-			
IT	Unix Host Security Review	680	1	1.8				-	-	-			
IT	PIR -- TERS	696	1	1.8				-	-	-			
IT	PIR -- Oracle G/L System	698	1	1.8				-	-	-			
IT	PIR -- PeopleSoft Payroll System	699	1	1.8				-	-	(230)			230
IT	PIR -- Incident Reporting System	464	1	1.8				-	-	-			
IT	Review IT Database Management Activities	752	3	1.6				-	-	-			
IT	Windows NT/2000 Security Review	693	1	1.4				-	(360)	-		360	

**Revised Audit Work Plan
3-Year Plan Beginning FY00-01**

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
IT	Review IT Data Storage and Capacity Management Activities	753	3	1.4				-	-	-			
IT	Review Web-related Design and Maintenance Activities	755	3	1.4				-	-	-			
IT	Miscellaneous Assignments for Department Functional Specialists	355	1	1.1	225	260	600	(85)	20	40	310	240	560
Total IT Audits					2,405	2,340	2,340	(645)	80	(290)	3,050	2,260	2,630
O	Budget Process Review	728	3	3.5				-	-	(340)			340
O	Computer Equipment Acquisition	697	5	3.3				(240)	-	-	240		
O	Bulk Chemical Purchases / Usage	633	5	3.3	140			-	-	-	140		
O	Federal Grants Management	568	3	3.3	80		120	(40)	-	120	120		
O	Overall Internal Control Assessment Project, including IT	545	3	3.2			360	(360)	-	360	360		
O	Review of Water Conservation Activities	740	4	3.2				-	(400)	-		400	
O	Legal Billings	655	5	3.2				-	(200)	-		200	
O	Review Water Billing Adjustment Process	773	1	3.1		60		(60)	60	-	60		
O	Review of Activity Based Costing Implementation	771	3	3.0	100	100		(140)	100	-	240		
O	Review Asset Management Activities	726	1	2.8				(300)	(300)	(300)	300	300	300
O	Review of Salvage and Scrap Material Activities	746	1	2.7				-	(300)	-		300	
O	Environmental Compliance Program Review	627	3	2.7			300	-	-	-			300
O	Review of Consultant Agreements Administration	744	1	2.5				-	-	(400)			400
O	Review of Equipment/Workmanship Warranties	684	1	2.3				-	(220)	-		220	
O	Review Utilization of IT Consultants	751	3	2.3				-	-	-			
O	Review of Bid Process Activities	769	3	2.3				-	(240)	-		240	
O	Review Corporate Business Resumption Plan	539	3	2.2				(160)	-	-	160		
O	Tuition Reimbursement Plan Review	667	5	2.1				(240)	-	-	240		
O	Review of Facilities Maintenance Policies	670	5	2.1				-	(200)	-		200	
O	Vehicle Fleet Cost / Utilization	639	1	2.1	445			145	-	-	300		
O	Review of Long-range Finance Plan	775	3	2.0		120		-	120	-			
O	Review of Power Operations and Administration	748	5	2.0				-	-	(300)			300
O	Review of Water System Ops. Construction Services Activities	749	5	2.0				-	-	(300)			300
O	Review of Water System Ops. Special Services Activities	750	5	2.0				-	-	(400)			400
O	Review of Risk Management Functions	766	1	2.0				(300)	-	-	300		
O	Review of Right-of-Way Acquisition Procedures	547	3	1.9				-	(280)	-		280	
O	Utilization of Operating Equipment	672	5	1.9				-	(240)	-		240	
O	Review of Telecommunications Activities	745	5	1.8				-	-	(300)			300
O	Review of Human Resources Activities	743	3	1.7				-	-	(400)			400
O	Review of External Affairs Activities	747	3	1.0				-	-	(400)			400
O	Review of Records Retention Activities	770	3	1.0				-	-	(300)			300
O	Monitor Risk Management Activities	646	1	1.0	5			(35)	(40)	(40)	40	40	40
Total Operational Audits					770	280	780	(1,730)	(2,140)	(3,000)	2,500	2,420	3,780

**Revised Audit Work Plan
3-Year Plan Beginning FY00-01**

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
M	Misc. Advisory Services to Management & Staff	653	3	5.0	230	300	300	(170)	(100)	(100)	400	400	400
M	Participate in IT Governance Process	690	3	5.0	185	220	220	(35)	-	-	220	220	220
M	Participate in Board Governance and Strategic Plan Process	710	3	5.0	80			-	-	-	80		
M	Special Management-Requested Reviews	727	3	1.4				(400)	(400)	(400)	400	400	400
M	Review of Selected Board-required Reports	742	3	1.4				(240)	(240)	(240)	240	240	240
M	Special Board of Directors Requested Reviews	767	3	1.4		400	400	(400)	-	-	400	400	400
Total Miscellaneous Assignments					495	920	920	(1,245)	(740)	(740)	1,740	1,660	1,660
A	Surname or Review Contracts	540	3	5.0	80	80	80	-	-	-	80	80	80
A	Attendance at District Management Meetings	592	3	5.0	140	140	140	-	-	-	140	140	140
A	Special Audit Committee Support	593	3	5.0	335	320	320	15	-	-	320	320	320
A	Board and Committee Activities	594	3	5.0	180	180	180	-	-	-	180	180	180
A	Audit Department Software Maintenance and Upgrades	658	1	5.0	400	220	220	180	-	-	220	220	220
A	KPMG Internal Audit Support Services	707	1	5.0	40	40	40	(160)	(160)	(160)	200	200	200
A	Audit Recommendations Tracking	708	1	5.0	140	140	140	-	-	-	140	140	140
Total Administrative					1,315	1,120	1,120	35	(160)	(160)	1,280	1,280	1,280
Grand Total					13,645	14,800	14,800	(4,655)	(4,000)	(4,000)	18,300	18,800	18,800
Staffing													
				Hondorp	275	-	-	(825)	(1,100)	(1,100)	1,100	1,100	1,100
				DeBacker	1,200	1,200	1,200	-	-	-	1,200	1,200	1,200
				Saffar	1,200	1,200	1,200	-	-	-	1,200	1,200	1,200
				Lazarovici	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
				Soo	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
				Archer	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
				Reukema	265	-	-	(1,235)	(1,500)	(1,500)	1,500	1,500	1,500
				Roldan	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
				Harrison	1,125	1,500	1,500	(375)	-	-	1,500	1,500	1,500
				Kalantari	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
				Zhan	1,050	1,500	1,500	50	-	-	1,000	1,500	1,500
	<i>For FY02 and FY03, the plan assumes use of the co-sourcing agreement for special Board of Director requested assignments</i>			Hatorri	750	1,500	1,500	750	1,500	1,500	-	-	-
					13,365	14,400	14,400	(1,635)	(1,100)	(1,100)	15,000	15,500	15,500
				Co-Sourcing	280	400	400	(3,020)	(2,900)	(2,900)	3,300	3,300	3,300
				Total	13,645	14,800	14,800	(4,655)	(4,000)	(4,000)	18,300	18,800	18,800

**Internal Audit Department
Audit Work Plan -- Revised
Summary -- Hours**

Primary Audit Subject	FY2000-01			FY 2001-02			FY 2002-03		
	Revised	Change	Original	Revised	Change	Original	Revised	Change	Original
Safeguards Over District Assets	2,600	(1,760)	4,360	3,500	(1,220)	4,720	3,740	(1,260)	5,000
Construction and Contract Audits	4,210	(70)	4,280	4,540	(440)	4,980	4,780	340	4,440
Services to Board and Management	3,290	(1,710)	5,000	2,220	(1,040)	3,260	2,540	(1,920)	4,460
Water Resources Programs	2,125	(635)	2,760	2,960	(660)	3,620	2,460	140	2,320
O&M Program Costs	420	(480)	900	580	(640)	1,220	280	(1,300)	1,580
External Financial Reports	1,000	-	1,000	1,000	-	1,000	1,000	-	1,000
	13,645	(4,655)	18,300	14,800	(4,000)	18,800	14,800	(4,000)	18,800

See detail pages 2-5

**Revised Audit Work Plan
3-Year Plan Beginning FY2000-01**

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
F	Miscellaneous Financial Reviews	255	1	1.0	180	220	280	10	60	110	170	160	170
IT	Miscellaneous Assignments for Department Functional Specialists	355	1	1.1	225	260	600	(85)	20	40	310	240	560
IT	PIR -- Incident Reporting System	464	1	1.8				-	-	-			
IT	PIR -- Investment Management System	465	1	3.6		300		(300)	300	-	300		
F	Stores Inventory -- Quarterly Cycle Counts	564	1	3.0	185	160	160	25	-	-	160	160	160
F	Operating Equipment Inventories -- Quarterly	596	1	3.0	240	240	240	-	-	-	240	240	240
F	Petty Cash Counts	602	1	2.0	120	120	120	-	-	-	120	120	120
O	Vehicle Fleet Cost / Utilization	639	1	2.1	445			145	-	-	300		
IT	PIR -- Asset Management System	642	1	2.4				-	(300)	-		300	
O	Monitor Risk Management Activities	646	1	1.0	5			(35)	(40)	(40)	40	40	40
A	Audit Department Software Maintenance and Upgrades	658	1	5.0	400	220	220	180	-	-	220	220	220
IT	PIR -- Oracle Accounts Receivable	663	1	3.0		300		-	300	(300)			300
IT	Oracle Database Security Review	665	1	2.6			360	-	(360)	360		360	
IT	PIR -- Labor History & Transfer System	666	1	2.6			300	-	-	300			
P	Pre-Contract Award Audits	668	1	2.6				(400)	(400)	(400)	400	400	400
IT	Review Business Resumption Plans -- Information Systems	677	1	4.6	80	40	40	-	-	-	80	40	40
IT	Software Licensing Compliance Review	679	1	3.2		240		-	-	-		240	
IT	Unix Host Security Review	680	1	1.8				-	-	-			
O	Review of Equipment/Workmanship Warranties	684	1	2.3				-	(220)	-		220	
IT	Data Center Review	692	1	3.2		240		(240)	240	-	240		
IT	Windows NT/2000 Security Review	693	1	1.4				-	(360)	-		360	
IT	PIR -- PeopleSoft Personnel & Benefits	694	1	2.0				-	-	-			
IT	PIR -- WINS	695	1	2.6				-	-	-			
IT	PIR -- TERS	696	1	1.8				-	-	-			
IT	PIR -- Oracle G/L System	698	1	1.8				-	-	-			
IT	PIR -- PeopleSoft Payroll System	699	1	1.8				-	-	(230)			230
IT	PIR -- Remote Meter Reading System	700	1	3.2		360		-	360	(360)			360
IT	PIR -- PRIMA System	701	1	2.8			360	-	(360)	360		360	
IT	PIR -- Bond Inventory System	702	1	2.0				-	-	(240)			240
IT	PIR -- PeopleSoft Time & Labor System	704	1	2.6			360	-	-	-			360
A	KPMG Internal Audit Support Services	707	1	5.0	40	40	40	(160)	(160)	(160)	200	200	200
A	Audit Recommendations Tracking	708	1	5.0	140	140	140	-	-	-	140	140	140
F	Quarterly Review of Purchase Card Transactions	724	1	2.9	320	320	320	-	-	-	320	320	320
O	Review Asset Management Activities	726	1	2.8				(300)	(300)	(300)	300	300	300
IT	PIR -- LIMS	734	1	3.0		240		(240)	240	-	240		
IT	Monitor Enterprise-wide IT Security Implementation	738	1	4.2	220			-	-	-	220		
O	Review of Consultant Agreements Administration	744	1	2.5				-	-	(400)			400

Revised Audit Work Plan
3-Year Plan Beginning FY2000-01

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
O	Review of Salvage and Scrap Material Activities	746	1	2.7				-	(300)	-		300	
O	Review of Risk Management Functions	766	1	2.0				(300)	-	-	300		
O	Review Water Billing Adjustment Process	773	1	3.1		60		(60)	60	-	60		
IT	Review External Access to Internal Production Systems	776	1	2.6			200	-	-	-			200
Safeguards Over District Assets					2,600	3,500	3,740	(1,760)	(1,220)	(1,260)	4,360	4,720	5,000
P	Monitor Diamond Valley Lake Project Costs	493	2	3.4	200			-	-	-	200		
P	Monitor Inland Feeder Project	508	2	4.1	1,120	1,200	1,200	(80)	-	-	1,200	1,200	1,200
P	Consulting Agreement Audits	538	2	3.7	1,050	1,100	1,100	50	100	100	1,000	1,000	1,000
P	Oxidation Retrofit Construction Projects	631	2	2.9	320	400	400	-	-	-	320	400	400
P	JIT Contracts/Inventory Replenishment Contracts	681	2	3.2	260	240	240	20	-	-	240	240	240
P	Monitor Alameda Corridor Project	720	2	2.7		400	400	(320)	-	-	320	400	400
P	Monitor Diamond Valley Lake Recreation Project	736	2	3.8	360	600	600	(40)	-	-	400	600	600
P	Review of Agreements for Agency Temps	741	2	3.0	300			300	(300)	-		300	
P	Review Member Agencies Service Conn. Reimbursable Projects	774	2	1.6			240	-	(240)	240		240	
P	Audits of Other Major Construction Projects	777	2	3.4	600	600	600	-	-	-	600	600	600
Construction and Contract Audits					4,210	4,540	4,780	(70)	(440)	340	4,280	4,980	4,440
IT	Environmental Compliance Systems -- SDLC	458	3	4.4	40			-	-	-	40		
IT	Electronic Document Management Project -- SDLC	524	3	4.0	80			(20)	-	-	100		
O	Review Corporate Business Resumption Plan	539	3	2.2				(160)	-	-	160		
A	Surname or Review Contracts	540	3	5.0	80	80	80	-	-	-	80	80	80
O	Overall Internal Control Assessment Project, including IT	545	3	3.2			360	(360)	-	360	360		
O	Review of Right-of-Way Acquisition Procedures	547	3	1.9				-	(280)	-		280	
O	Federal Grants Management	568	3	3.3	80		120	(40)	-	120	120		
IT	Information Systems Quality Assurance Program	569	3	1.8				-	-	-			
A	Attendance at District Management Meetings	592	3	5.0	140	140	140	-	-	-	140	140	140
A	Special Audit Committee Support	593	3	5.0	335	320	320	15	-	-	320	320	320
A	Board and Committee Activities	594	3	5.0	180	180	180	-	-	-	180	180	180
O	Environmental Compliance Program Review	627	3	2.7			300	-	-	-			300
M	Misc. Advisory Services to Management & Staff	653	3	5.0	230	300	300	(170)	(100)	(100)	400	400	400
IT	SOMMS -- SDLC	660	3	4.4	220			-	-	-	220		
IT	Windows NT/2000 Implementation -- SDLC	664	3	4.0	200			-	-	-	200		
M	Participate in IT Governance Process	690	3	5.0	185	220	220	(35)	-	-	220	220	220
M	Participate in Board Governance and Strategic Plan Process	710	3	5.0	80			-	-	-	80		
IT	Follow-up on Quarterly Info. Technology Projects Status Reports	717	3	4.8	120	120	120	-	-	-	120	120	120
IT	Oracle Financials Upgrade -- SDLC	718	3	4.0	220			-	-	-	220		
IT	Enterprise Server Upgrade -- SDLC	719	3	4.0	220			-	-	-	220		
M	Special Management-Requested Reviews	727	3	1.4				(400)	(400)	(400)	400	400	400

**Revised Audit Work Plan
3-Year Plan Beginning FY2000-01**

	Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
					2001	2002	2003	2001	2002	2003	2001	2002	2003
O	Budget Process Review	728	3	3.5				-	-	(340)			340
IT	Web-based PeopleSoft Upgrade -- SDLC	737	3	4.6	220			-	-	-	220		
M	Review of Selected Board-required Reports	742	3	1.4				(240)	(240)	(240)	240	240	240
O	Review of Human Resources Activities	743	3	1.7				-	-	(400)			400
O	Review of External Affairs Activities	747	3	1.0				-	-	(400)			400
O	Review Utilization of IT Consultants	751	3	2.3				-	-	-			
IT	Review IT Database Management Activities	752	3	1.6				-	-	-			
IT	Review IT Data Storage and Capacity Management Activities	753	3	1.4				-	-	-			
IT	Review Web-related Design and Maintenance Activities	755	3	1.4				-	-	-			
M	<i>Special Board of Directors Requested Reviews</i>	767	3	1.4		400	400	(400)	-	-	400	400	400
IT	Assist IT Management on DWR SAP Systems Upgrade Project	768	3	4.8	100			-	-	-	100		
O	Review of Bid Process Activities	769	3	2.3				-	(240)	-		240	
O	Review of Records Retention Activities	770	3	1.0				-	-	(300)			300
O	Review of Activity Based Costing Implementation	771	3	3.0	100	100		(140)	100	-	240		
IT	Monitor Implementation of a New Rate Structure in WINS -- SDLC	772	3	4.6		240		-	-	-		240	
O	Review of Long-range Finance Plan	775	3	2.0		120		-	120	-			
IT	SCADA Upgrades -- SDLC	779	3	4.6	220			-	-	-	220		
IT	Review IT Change Management and Configuration Control	780	3	2.6				-	-	(220)			220
IT	Review of Capital Projects Reporting Process	781	3	4.6	240			240	-	-			
Services to Board and Management					3,290	2,220	2,540	(1,710)	(1,040)	(1,920)	5,000	3,260	4,460
P	State Water Project Contract Matters	252	4	4.0	80	100	100	(20)	-	-	100	100	100
P	Monitor Interim Agricultural Water Program	523	4	3.8	280	220	220	60	-	-	220	220	220
P	CAL-FED Category III Agreement Compliance	632	4	3.2	140	140	140	(260)	(60)	(60)	400	200	200
P	Seasonal Storage Program Status	637	4	2.8	190	220	220	(30)	-	-	220	220	220
P	Lake Mathews Watershed Program Compliance	640	4	2.5		200	200	-	(200)	200		400	
P	Central Valley Water Storage / Exchange Agreements	659	4	2.6	-	500		-	-	-		500	
P	Review of Reclamation & Groundwater Recovery Programs	671	4	3.1	1,060	1,100	1,100	(40)	-	-	1,100	1,100	1,100
P	Review of High Efficiency Clothes Washer Rebate Program	721	4	3.4	240			-	-	-	240		
P	Review Groundwater Storage Program Agr. With Member Agencies	723	4	3.3	135	240	240	(105)	-	-	240	240	240
P	Review Colo. River Aqueduct Groundwater Storage Agreements	735	4	3.6	-	240	240	(240)	-	-	240	240	240
O	Review of Water Conservation Activities	740	4	3.2				-	(400)	-		400	
Water Resources Programs					2,125	2,960	2,460	(635)	(660)	140	2,760	3,620	2,320
F	Employee/Director Expense Claims & Annual Report	228	5	3.1	240	240	240	-	-	-	240	240	240
O	Bulk Chemical Purchases / Usage	633	5	3.3	140			-	-	-	140		
F	Amortization of SWP Participation Rights	650	5	1.6	40	40	40	-	-	-	40	40	40
O	Legal Billings	655	5	3.2				-	(200)	-		200	
O	Tuition Reimbursement Plan Review	667	5	2.1				(240)	-	-	240		

**Revised Audit Work Plan
3-Year Plan Beginning FY2000-01**

Entity	Project	Subj	Risk Assessment	Revised Plan			Incr (Decr)			Original Plan		
				2001	2002	2003	2001	2002	2003	2001	2002	2003
O Review of Facilities Maintenance Policies	670	5	2.1				-	(200)	-		200	
O Utilization of Operating Equipment	672	5	1.9				-	(240)	-		240	
O Computer Equipment Acquisition	697	5	3.3				(240)	-	-	240		
P Review Community Partnering and Other Grants	739	5	2.9		300		-	-	-		300	
O Review of Telecommunications Activities	745	5	1.8				-	-	(300)			300
O Review of Power Operations and Administration	748	5	2.0				-	-	(300)			300
O Review of Water System Ops. Construction Services Activities	749	5	2.0				-	-	(300)			300
O Review of Water System Ops. Special Services Activities	750	5	2.0				-	-	(400)			400
O&M Program Costs				420	580	280	(480)	(640)	(1,300)	900	1,220	1,580
F Federal & State Lobbying Reports	242	6	1.4	80	80	80	-	-	-	80	80	80
F Financial Diagnostic Reviews	619	6	2.8	200	200	200	-	-	-	200	200	200
F Annual Review of Debt Issues	683	6	1.2	140	140	140	-	-	-	140	140	140
F Annual Bond Statement Update	687	6	1.0	20	20	20	-	-	-	20	20	20
F Annual Financial Report & CAFR	688	6	1.2	60	60	60	-	-	-	60	60	60
F Assist External Auditor: Quarterly & Y/E Audits -- FY 1999-00	714	6	3.3	100			-	-	-	100		
F Assist External Auditor: Quarterly & Y/E Audits -- FY 2000-01	778	6	3.3	400	500	500	-	-	-	400	500	500
External Financial Reports				1,000	1,000	1,000	-	-	-	1,000	1,000	1,000
Grand Total				13,645	14,800	14,800	(4,655)	(4,000)	(4,000)	18,300	18,800	18,800
Staffing												
			Hondorp	275	-	-	(825)	(1,100)	(1,100)	1,100	1,100	1,100
			DeBacker	1,200	1,200	1,200	-	-	-	1,200	1,200	1,200
			Saffar	1,200	1,200	1,200	-	-	-	1,200	1,200	1,200
			Lazarovici	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
			Soo	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
			Archer	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
			Reukema	265	-	-	(1,235)	(1,500)	(1,500)	1,500	1,500	1,500
			Roldan	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
			Harrison	1,125	1,500	1,500	(375)	-	-	1,500	1,500	1,500
			Kalantari	1,500	1,500	1,500	-	-	-	1,500	1,500	1,500
			Zhan	1,050	1,500	1,500	50	-	-	1,000	1,500	1,500
			Hatorri	750	1,500	1,500	750	1,500	1,500	-	-	-
<i>For FY02 and FY03, the plan assumes use of the co-sourcing agreement for special Board of Director requested assignments (see Services to Board and Management Job #767)</i>												
			Co-Sourcing	280	400	400	(3,020)	(2,900)	(2,900)	3,300	3,300	3,300
			Total	13,645	14,800	14,800	(4,655)	(4,000)	(4,000)	18,300	18,800	18,800