

SAMPLE INTERNAL AUDIT REPORT

Issued to:

Audit Title:	Review of Branches
Business Unit:	Branch Operations and its sub-units
Audit Period	April 2020 to June 2020
Audit Date	24 August, 2020 to 28 August, 2020
Audit Type	Standard

SUMMARY OF FINDINGS

Findings	Rating	Status
Monthly Review of Controls for Effectiveness not in Place	High	Closed
Monthly Review of Controls for Effectiveness not in Place	Medium	Closed
Monthly Review of Controls for Effectiveness not in Place	Low	Open

DETAILS OF FINDINGS

Finding	Monthly Review of Controls for Effectiveness not in Place
Description	The monthly review of controls taking to determine how effective the control is and if should be modified is not being done.
Rating	High
Cause	Control is reviewed monthly but there has been no significate change to necessitate revision to the controls
Impact	Over controlled risks and inefficient controls
Management response	The controls will be reviewed monthly
Recommendation	The head of the business unit should ensure that controls reviews are properly documented and reported.
Owner	Head of Business Unit
Date	28 August 2020