

MISSISSIPPI



INSTITUTIONS OF HIGHER LEARNING

Office of Finance
and Administration

Finding Corrective Action Plan Details

Other Findings

Finding 1 a. Name of Contact Person Responsible for Corrective Action:

- Dr. Linda McFall
 Asst. Commissioner of Finance & Administration
 (601) 432-6147

b. Corrective Action Planned:

In this particular case, the equipment items in question were purchased by another State agency on behalf of the IHL Executive Office. Unsuccessful communication efforts between the two agencies prevented the IHL Executive Office from obtaining the paper work needed to establish accurate equipment values. This prevented management from recording the equipment to the property inventory in a timely manner. The IHL Executive Office management has since reviewed and updated our internal control processes which will enable management to properly account for all capital acquisitions, including the prompt recording of inventory to our capital assets records.

c. Anticipated Completion Date:

The items of equipment in question have all been added to a subsequent monthly property inventory report. Internal controls have been reviewed and updated where needed. These corrective actions took place approximately during the month of May, 2007.

Sincerely,

A handwritten signature in cursive script that reads "Linda McFall".

Asst. Commissioner of Finance & Administration