

Annual Financial Controls Audit Summary

Organization: _____

Reporting Period: _____

Date of Report: _____

Prepared by: _____

EXECUTIVE SUMMARY

This report summarizes the findings, assessments, and recommendations arising from the annual financial controls audit conducted for the specified reporting period. The purpose of the audit was to evaluate the effectiveness, reliability, and adequacy of internal financial controls.

KEY FINDINGS

Control Area	Status	Comments
Cash Handling	_____	_____
Bank Reconciliation	_____	_____
Expense Authorization	_____	_____
Payroll Process	_____	_____
Financial Reporting	_____	_____

Other Observations

- _____
- _____
- _____

RECOMMENDATIONS

- _____
- _____
- _____

CONCLUSION

Approved by: _____

Date: _____