



Memorandum

TO: Rules & Open Government Committee

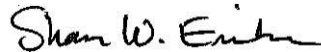
FROM: Sharon W. Erickson
City Auditor

SUBJECT: *External Quality Control Review of the Office of the City Auditor for the Period July 1, 2013 to June 30, 2015*

DATE: October 30, 2015

RECOMMENDATION

We recommend that the Rules and Open Government Committee accept the independent auditor's report, *External Quality Control Review of the Office of the City Auditor, San Jose, CA for the Period July 1, 2013 to June 30, 2015*, which representatives of the Association of Local Government Auditors (ALGA) prepared on October 8, 2015.


Sharon W. Erickson
City Auditor

SE:lg
0745M



External Quality Control Review

of the
Office of the City Auditor,
City of San Jose, California

Conducted in accordance with guidelines of the
**Association of Local Government
Auditors**

for the period July 1, 2013 to June 30, 2015



Association of Local Government Auditors

October 8, 2015

Ms. Sharon Erickson, City Auditor
Office of the City Auditor
City of San Jose
200 East Santa Clara Street
San Jose, California 95113

Dear Ms. Erickson,

We have completed a peer review of the Office of the City Auditor, City of San Jose, for the period July 1, 2013 to June 30, 2015. In conducting our review, we followed the standards and guidelines contained in the *Peer Review Guide* published by the Association of Local Government Auditors (ALGA).

We reviewed the internal quality control system of your audit organization and conducted tests in order to determine whether your internal quality control system operated to provide reasonable assurance of compliance with *Government Auditing Standards* issued by the Comptroller General of the United States. Our procedures included:

- Reviewing the audit organization's written policies and procedures.
- Reviewing internal monitoring procedures.
- Reviewing a sample of audit and attestation engagements and working papers.
- Reviewing documents related to independence, training, and development of auditing staff.
- Interviewing auditing staff, management, and members of the Audit Committee to assess their understanding of, and compliance with, relevant quality control policies and procedures.

Due to variances in individual performance and judgment, compliance does not imply adherence to standards in every case, but does imply adherence in most situations.

Based on the results of our review, it is our opinion that the Office of the City Auditor, City of San Jose's, internal quality control system was suitably designed and operating effectively to provide reasonable assurance of compliance with *Government Auditing Standards* for audits and attestation engagements during the period July 1, 2013 to June 30, 2015.

Sincerely,

Elena Korsakova, CPA
City of Jacksonville, FL

Elizabeth De La O, CFE, CIA, CGAP, MPA
City of El Paso, TX

October 8, 2015

Elena Korsakova, Public Accounts Auditor II
City of Jacksonville, Council Auditor's Office
117 West Duval St, Suite 2000
Jacksonville, FL 32202

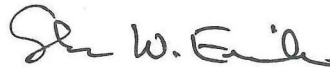
Elizabeth De La O, Lead Auditor
City of El Paso, City Auditor's Office
PO Box 1890
El Paso, TX 79950-1890

Dear Ms. Korsakova and Ms. De La O:

The San Jose City Charter requires a biennial audit of the Office of the City Auditor to ensure compliance with *Government Auditing Standards*. We are very pleased that you found that our system of internal controls provided reasonable assurance of compliance with *Government Auditing Standards* during the period audited.

We would like to thank you, the Association of Local Government Auditors, and the engagement coordinator, Terra Van Andel of Long Beach, California. We appreciate that you have taken time from your own work to evaluate our operation, and thank you for sharing your insights and perspectives.

Sincerely,



Sharon W. Erickson
City Auditor