

OFM Training

INTERNAL CONTROL: BASICS

- Class Description:** This four-hour class is designed to give participants a basic understanding of (1) SAAM Chapter 20 and agency internal control requirements; (2) components of internal control, focusing on risk and control activities; (3) risk and approaches on how to complete a risk assessment; and (4) management's responsibilities toward internal control. Participants usually leave the class with a new awareness and appreciation of internal control.
- Target Group:** Managers responsible for state resources; internal auditors who are new to their position; or anyone interested in an understanding of internal control, risk assessment, and control activities.
- Class Objectives:** Upon completion of this class, participants should be able to:
- SAAM Chapter 20, including:
 - Agency staff, internal audit, and management responsibilities
 - Agency reporting and documentation requirements;
 - The definition, principles, components, and limitations of internal control;
 - Risk identification and assessment and approaches to complete a risk assessment;
 - Definition, examples, and applications of control activities.