AUDIT BOARD CHARTER

PURPOSE
To establish an Audit Board to assist the Executive Director in fulfilling oversight responsibilities found in *Utah Code* 63I-5-301(3). These responsibilities include establishing an independent objective internal audit activity designed to evaluate and improve the efficiency and effectiveness of operations, safeguarding of assets, compliance with applicable laws, regulations, policies, procedures, and contracts, risk management and control processes of the Department.

AUTHORITY
Utah Code 63I-5-302 assigns the powers and duties of the audit committee to the Executive Director when the governor has not appointed an audit committee. The governor has not appointed an audit committee; therefore, these powers and duties are exercised by the Executive Director.

COMPOSITION
The Executive Director and Deputy Directors comprise the Audit Board. Because powers and duties of the "audit committee," as defined in statute, are exercised by the Executive Director, Deputy Directors advise, assist, and carry out responsibilities under the direction of the Executive Director.

MEETINGS
The board will meet at least once per year. The Director of Internal Audit is responsible for documenting decisions by the Executive Director and any action items from the board meetings. No formal minutes will be prepared.

RESPONSIBILITIES AND DUTIES
- Appoint and evaluate the Director of Internal Audit.
- Approve the remuneration of the Internal Audit Director.
- Adopt formal policies that define the Department's internal audit activities.
- Approve the Internal Audit Division's charter.
- Ensure that the Director of Internal Audit and staff have access to all records, data and other Department information that the Director of Internal Audit or staff consider necessary to carry out their assigned duties.
- Approve the internal audit plan and all major changes to the plan.
- Review Internal Audits performance relative to the plan.
- Approve the Internal Audit Division's budget and resource plan.
- Review final audit reports and responses (both internal and external) and ensure appropriate action is taken.

Casey Cameron
Casey Cameron (Sep 28, 2021 11:53 MDT)

Casey Cameron, Executive Director

09/28/2021
Date

*DWS is in the process of updating its Audit Board Charter to align with the 2024 Global Internal Audit Standards from the Institute of Internal Auditors