

DOCUMENT TYPE	P	
ADMINISTRATIVE	5	
GOVERNANCE	1	
AUDIT	1	
NUMBER	001	
		Policy Database Document Reference Number 511001P

RESPONDING TO INTERNAL AUDIT REPORTS POLICY

Purpose/ objectives	To establish a framework for responding to internal audit reports and implementing internal audit recommendations.
Scope/ Application	<ul style="list-style-type: none"> • All campuses • All staff
Policy Statement	<p>Internal audit reports will be required to be responded to within 10 days. Implementation of audit recommendations must be completed within the prescribed timeframes (see procedures).</p> <p>Staff that fail to meet internal audit reporting and implementation timeframes will be required to explain their inaction to the Vice-Chancellor and Corporate Governance and Audit Committee.</p>
Supporting Procedures	Responding to Internal Audit Reports Procedures
Responsibility for implementation	Director Risk Management Internal Audit Manager
Responsibility for monitoring implementation and compliance	Director Risk Management Corporate Governance and Audit Committee
Status	New
Key stakeholders	Corporate Governance and Audit Committee
Approval Body	Corporate Governance and Audit Committee 27 November 2008 item 5.1
Initiating Body or person(s)	Corporate Governance and Audit Committee
Definitions	
Related legislation	

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Related Policy and other documents	La Trobe University Internal Audit Charter Corporate Governance and Audit Committee Terms of Reference
Date Effective	November 2008
Next Review Date	November 2012
Keywords	Internal Audit, Audit, Report, Corporate Governance and Audit Committee, CGAC
Owner/Sponsor	Director Risk Management
Author	Internal Audit Manager
Contact person or area	Director Risk Management Internal Audit Manager