



STATE CONTROLLER'S BULLETIN

Edward Karass
State Controller

Rebecca M. Wyke, Commissioner
Administrative & Financial Services

Bulletin #FY04-02

SUBJECT: Corrective Action Plans related to the Auditor's Findings and Recommendations

DATE: July 7, 2003
TO: All Department and Agency Financial Officers
FROM: Edward Karass, State Controller
CC: John E. Baldacci, Governor
Rebecca Wyke, Commissioner

The State of Maine Single Audit Report for Fiscal Year 2002 was issued on July 3, 2003 by the State Auditor. The Report contains findings and recommendations that the Auditor deems to be reportable conditions, material weaknesses in internal control, and federal and state compliance deficiencies. Each one of the findings and recommendations included in the Report is accompanied by an Agency Corrective Action Plan. Over the remainder of the Summer, analysts from the Bureau of Accounts and Control's Internal Control Division will be contacting each agency to schedule a review of the Corrective Action Plan submitted to the Auditor to ensure that it is adequate, implemented, and functioning as intended.

The Auditor will issue a Management Letter, a component of the Fiscal Year 2002 Audit, that will contain other findings and recommendations that will help us improve state government operations. Our analysts will meet with you to discuss and review progress being made toward the implementation of the Auditor's recommendations.

Please make all necessary documentation requested by our analysts available so that we may complete our work timely and thoroughly, and provide you with meaningful input to your proposed solutions.