

Transmittal 2



OVERVIEW OF POLA MANAGEMENT AUDIT DIVISION

INTERNAL AUDIT CREATED IN RESPONSE TO 2004 IEAS SURVEY

BOARD AUDIT COMMITTEE CREATED 2008 AND THEIR MEETINGS HELD MONTHLY

AUDIT MANAGER & TWO STAFF REPORT TO THE CFO & AUDIT COMMITTEE

POOL OF 17 CONSULTING FIRMS AUGMENT STAFF (3-YEAR CONTRACTS)

SINCE 2008, 50 AUDITS HAVE BEEN COMPLETED:

- 33 COMPLIANCE/FINANCIAL AND INVESTIGATIVE (66%)
- 17 PERFORMANCE AUDITS (34%)

AUDIT PROJECTS ARE INCLUDED ON PORT-WIDE ACTIVE PROJECT LISTING

FY13-14 ANNUAL GOALS:

1. COMPLETE 2-3 PERFORMANCE AUDITS
2. COMPLETE 8 TENANT COMPLIANCE AND FINANCIAL AUDITS
3. COMPLETE 2 DIVISIONAL CONTROL PROCESS AUDITS

ORIGINAL FOCUS = PERFORMANCE AUDITS AND COMPLAINT INVESTIGATIONS

SINCE 2010, ROLE EXPANDED TO SUPPORT OTHER DIVISIONS:

- CONDUCT TENANT COMPLIANCE AUDITS FOR REAL ESTATE AND CITY ATTORNEY DIVISIONS
- CONDUCT FINANCIAL AUDITS FOR CLEAN TRUCK PROGRAM
- CONDUCT PROGRAM REVIEWS FOR ENGINEERING, PUBLIC RELATIONS