

Internal Audit Report: Financial Assessment

Report Details

Audit Title: _____
Department: _____
Audit Period: _____ to _____
Lead Auditor: _____
Report Date: _____

Executive Summary

Objectives & Scope

Objectives: _____
Scope: _____

Methodology

Findings

#	Area	Description	Risk Level	Recommendation
1	_____	_____	Low / Medium / High	_____
2	_____	_____	Low / Medium / High	_____

Conclusions

Action Plan

Finding #	Action Required	Responsible	Due Date	Status
1	_____	_____	_____	Open / Closed

Appendices

- Supporting Documents
- Reference Materials
- Other Relevant Information