




ARIZONA STATE UNIVERSITY

Memorandum

June 1, 2006

To: University Council

From: Paul J. Ward 
Vice President for University Administration and General Counsel

Subject: Ad Hoc Special Purpose Audits and Reviews (FIN 703)

The purpose of this memorandum is to inform you of the revised protocol for ASU administrators to request special assistance from Internal Audit and Management Services (IAMS). The protocol set forth in this memorandum supersedes that set forth in ASU policy FIN 703 at <http://www.asu.edu/aad/manuals/fin/fin703.html> which will be updated as soon as practicable.

All requests for ad hoc special purpose audits or reviews will be initiated at the vice president level. The vice president of the area that is requesting such an audit or review will submit the request to me. The request will be forwarded to the Executive Committee to determine whether it will be submitted to IAMS for action. This protocol is effective immediately.

Questions or comments may be directed to me, LeEtta Overmyer or David DeStefano.

c: Michael Crow, President
LeEtta L. Overmyer, Deputy Vice President for University Administration
David DeStefano, Director, Internal Audit and Management Services

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