

# Internal Audit Department

ORANGE COUNTY

### AUDIT HIGHLIGHT

**MARCH 17, 2011** 

## RESULTS OF CONTINUOUS AUDITING USING CAATS: Auditor-Controller, Human Resources, & County Procurement Office

**Duplicate Vendor Payments and Other Routines** Audit No. 1041-J

#### WHAT WE FOUND?

Duplicate Vendor Payments: Our review of \$190 million vendor disbursements processed during February 2011 found that 99.99% of invoices were paid only once. Of the 15,007 invoices processed during February 2011, we identified 1 potential duplicate payment made to vendors for **\$2,702** or .001% of the \$190 million.

Employee-Vendor: All potential employee-vendor matches identified to date have been researched and resolved. Our next analysis will be performed at 3/31/11.

Working Retirees: As of 2/17/11, no working retirees exceeded the annual limits of 960 or 720 hours for FY 10-11 as mandated by Government Code Sections 31680.6 & 31641.04.

Payroll Direct Deposit: No findings resulted from the payroll direct deposit CAAT routine this month.

#### WHY IS THIS ANALYSIS IMPORTANT?

Vendor Payments: For FY 09-10, established vendor payments were about \$2.2 billion (this amount is a subset of the total payments and does not include miscellaneous vendor payments; see report for details). To date, we have identified \$976,989 in duplicate payments made to vendors of which the County has collected \$918,138 or 94%.

Working Retirees: For FY 10-11, extra help/working retirees with hours as of 2/17/11:

	No. of Working	Total FY
Department	Retirees	Hours To Date
Sheriff-Coroner	64	25,120
District Attorney	13	5,963
Health Care Agency	10	4,869
Assessor	10	3,990
OC Public Works	2	1,182
County Counsel	1	593
Auditor-Controller	1	289
Treasurer-Tax Collector	1	120
Total	102	42,126

Payroll Direct Deposit: For FY 09-10, direct deposits for regular payroll were about \$1.3 billion.

## CAATS - Cited as a Best Practice by the Institute of Internal Auditors