



Memorandum

TO: Rules & Open Government Committee

FROM: Joe Rois
City Auditor

SUBJECT: *External Quality Control Review of the Office of the City Auditor for the Period July 1, 2021 to June 30, 2023*

DATE: November 1, 2023

RECOMMENDATION

We recommend that the Rules and Open Government Committee accept the independent auditor's report, *External Quality Control Review of the Office of the City Auditor, San Jose, CA for the Period July 1, 2021 to June 30, 2023*, which representatives of the Association of Local Government Auditors (ALGA) prepared on October 26, 2023.

Joe Rois
City Auditor

JR:lg
0790M



External Quality Control Review

of the
City of San José
Office of the City Auditor

Conducted in accordance with guidelines of the
**Association of Local Government
Auditors**

for the period July 1, 2021, to June 30, 2023

REPORT FOR RATING OF PASS



Association of Local Government Auditors

October 26, 2023

Joseph Rois, City Auditor
City of San José
200 East Santa Clara Street
San José, CA 95113

Dear Mr. Rois,

We have completed a peer review of the City of San José Office of the City Auditor for the period from July 1, 2021, to June 30, 2023. In accordance with generally accepted government auditing standards peer review requirements, we followed the standards and guidelines contained in the *Peer Review Guide* published by the Association of Local Government Auditors (ALGA).

We reviewed the internal quality control system of your audit organization and conducted tests in order to determine whether your internal quality control system was adequately designed and operating effectively to provide reasonable assurance of compliance with *Government Auditing Standards* issued by the Comptroller General of the United States and applicable legal and regulatory requirements. Our procedures included:

- Reviewing the audit organization's written policies and procedures.
- Reviewing internal monitoring procedures.
- Reviewing a sample of audit working papers.
- Reviewing documents related to independence, training, and development of auditing staff.
- Interviewing auditing staff, management, and the Chair of the City Council Rules & Open Government Committee to assess their understanding of, and compliance with, relevant quality control policies and procedures.

Due to variances in individual performance and judgment, compliance does not imply adherence to standards in every case but does imply adherence in most situations. Organizations can receive a rating of pass, pass with deficiencies, or fail. The City of San José Office of the City Auditor has received a rating of pass.

Further, based on the results of our review, it is our opinion that the City Auditor's internal quality control system was adequately designed and operating effectively to provide reasonable assurance of compliance with *Government Auditing Standards* and applicable legal and regulatory requirements for performance audits during the period from July 1, 2021, to June 30, 2023.

Daniel Genz, CIA, CFE
Office of the City Auditor
City of Dallas
Dallas, TX US

Maxinne Pacheco
Office of the County Auditor
County of Hawaii
Hilo, HI US



Office of the City Auditor
Joe Rois, City Auditor

October 26, 2023

Daniel Genz, Principal Auditor
City of Dallas, Office of the City Auditor
1500 Marilla St, Room 2FN
Dallas, TX 75201

Maxinne Pacheco, Audit Analyst
County of Hawaii, Office of the County Auditor
120 Pauahi St., 309
Hilo, Hawaii 96720

Dear Mr. Genz and Ms. Pacheco:

The San Jose City Charter requires a biennial audit of the Office of the City Auditor to ensure compliance with *Government Auditing Standards*. We are very pleased that you found that our system of internal controls provided reasonable assurance of compliance with *Government Auditing Standards* during the period audited.

We would like to thank you, the Association of Local Government Auditors, and the engagement coordinator, Jennifer An of the Los Angeles Police Department Bureau of Technology. We appreciate that you have taken time from your own work to evaluate our operation and thank you for sharing your insights and perspectives.

Sincerely,

/s/

Joe Rois
City Auditor