

State : _____

Review Period : _____

PROGRAM REVIEW FINDINGS

Tax Function	Systems Review Verified Controls for:						Sampling		
	Recorded Instructions	Training	Recording of Events	Authorized Individuals	Execution of Events	Review of Work	EXCEPTIONS	COMPLETE	*
STATUS DETERMINATION									
New									
Successor									
Inact/Term.									
CASHIERING									
REPORT DELINQUENCY									
COLLECTIONS									
FIELD AUDIT									
ACCOUNT MAINTENANCE									
Contrib Rpt Processing									
Employer Debits/Billings							Contr Reimb	Contr Reimb	
Employer Credits/Refunds									
Employer Charging									
Employer Tax Rates									

SYSTEMS REVIEW:

C = All controls verified as present
 R = Risk, 1 or more controls missing
 O = Other control compensated for missing control (requires Regional approval)

SAMPLING EXCEPTIONS:

S = Size of universe too small
 I = Invalid universe
 E = Exemption, tempo (Exp Rate only)
 FM = Failed due to missing case information
 W = Waived, tempo (requires Regional approval)

SAMPLING COMPLETE:

P = Passed
 F/# = Failed/# of Cases Failing
 D = Discarded sample
 N = Not marked complete
 U = Undeterminable (Cashiering only)
 * = Out of tax unit's authority