



WSSU



**Winston-Salem State University / University of North Carolina School of the Arts
Office of Audit, Risk and Compliance**

*1600 Lowery Street, 2nd Floor
Winston-Salem, North Carolina 27110
phone 336.750.2065 | fax 336.750-8891
www.wssu.edu | www.uncsa.edu*

Internal Audit Risk Assessment Questionnaire

****Please submit the following along with your responses, if applicable:**

- a. Risk Assessment completed during the last year
 - b. Organizational Chart
 - c. Any reviews conducted in the area of responsibility either internally or by external auditors and/or consultants. Please provide a copy of any report with results of the review.
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1. Based on the goals and objectives of the unit, what obstacles do you face that could affect or keep you from achieving your goals and objectives (e.g. resources, priority of project, support from management)?
 - a. Strategic – Goals
 - b. Financial – Assets
 - c. Operational – Processes
 - d. Compliance – Laws & Regulations
 - e. Reputational – Public Image

2. What recent events have occurred in this unit (e.g. new degrees, centers, change in management, turnover of staff)?

3. What are some of the areas of risk that your unit is facing? In other words, what exposures do you have that could potentially pose a threat or disruption to your research/business/academic programs? What keeps you up at night when you think of what "could" go wrong? Consider the various areas including but not limited to financial risks, human resources, technological, students, legal and regulatory compliance, public relations or political risk, changes in units (reorganization, turnover).

4. What do you have in place to manage and deal with these risks?

5. What is the worst thing that has already happened in your unit?

6. How do you measure your performance? Have you obtained the desired outcome in recent years?

7. What other units do you depend on to achieve your objectives? Do you feel you receive the information and support you need from these units? If not, please explain why and the difficulties you have encountered.

8. Who are your key stakeholders or external constituents (e.g. donors, legislatures?)

9. Are there any particular areas within your unit or on campus which you currently have a concern about? If so, please explain. Please describe or list any areas or concerns that you would like reviewed by Internal Audit.

10. What unique systems do you have and how critical are they to the functioning of your unit? Have you had any performance issues? Who supports these systems? Do you have any systems that contain confidential or critical information such as student, or employee information (eg. social security numbers, etc.)

11. Describe or List any areas in which you are aware of fraud and abuse and the nature of the fraud and abuse.

12. How can Internal Audit meet the expectations of your unit? Do you feel comfortable calling Internal Audit with a problem or concern?

Please list any other comments, questions or concerns.