



The Executive Summary should be interpreted within the context of the complete engagement report.

January 2019

BACKGROUND

In May 2018, the Tax & Licensing (T&L) division implemented a new tax and licensing software, GenTax. Internal Audit reviewed the post-conversion GenTax population. Subsequently, we conducted this engagement in response to a special request from Terri Velasquez, Finance Director.

Tax and Licensing – GenTax Population Procedures

SCOPE

Our audit work covered the period of May 1, 2018 – September 30, 2018.

OBJECTIVES

- Assess the effectiveness of key tax and licensing processes as they relate to establishing new business accounts.
- Verify the completeness of the current tax and licensing population within GenTax following the recent conversion.

OBJECTIVE CONCLUSION

Procedures for establishing new business accounts are effective.

KEY RECOMMENDATIONS AND RESPONSE

Internal Audit had no formal recommendations for this engagement regarding the system conversion and new account set-up.

View complete audit report: [Link](#)