

University of Nebraska Internal Control Plan

Introduction. The University of Nebraska has adopted this internal control plan to achieve the following goals:

- x Safeguard University assets well-designed internal controls protect assets from accidental loss or loss from fraud
- x Ensure the reliability and integrity of financial information internal controls ensure that management has accurate, timely, and complete information, including accounting records, in order to plan, monitor and report business operations
- x Ensure compliance internal controls help to ensure the University complies with the many federal, state, and local laws and regulations affecting operations of our business
- x Promote efficient and effective operations internal controls provide an environment in which managers and staff can maximize the efficiency and effectiveness of their operations
- x Accomplishment of goals and objectives internal controls provide a mechanism for management to monitor the achievement of operational goals and objectives

Management is responsible for maintaining an adequate system of internal control and communicating the expectations and duties of staff as part of the control environment. The University's reputation is dependent on its integrity and the image projected by its employees. A viable internal control plan can contribute toward the protection of its reputation and assets.

system of checks and balances and includes established ways to prevent and detect intentional and unintentional errors. Controls can be designed to be preventive or detective. Everyone at the University should conduct University business responsibly according to the provisions of its internal controls.

An internal control system, no matter how well conceived and operated, can provide only reasonable not absolute assurance to management and the board regarding achievement of

Whistleblower. Official whistleblower channels are currently available to report serious waste, fraud, and abuse in instances when the person may fear retribution. Individuals (or groups) wishing to report suspected University-related misconduct may use the University online reporting system/hotline. Reports made on the hotline will be directed to a designated University official. Individuals may also report suspected University-related misconduct to a supervisor, campus Ombudsperson, or Compliance Office.

Internal audit. Audit and Advisory Services is available to assist with monitoring control activities and to serve as a communication channel to the Audit Committee of the Board of Regents.

Monitoring

Management. Management is responsible for:

- x Monitoring the overall

- x Do the general ledger balances appear reasonable?
- x Does there appear to be out of the ordinary activity?
- x Is a critical review made of the general ledger trial balance and the draft statements?
- x Are the statement preparation working papers examined for completeness and do they support reasonable financial statements?