

To: Agency Head

From: Agency Inspector General

Date:

Subject: Enterprise Audit of Organizational Ethics

Pursuant to Section 14.32, Florida Statutes, the Executive Office of the Governor, Office of the Chief Inspector General is initiating an enterprise audit of organizational ethics. The Office of Inspector General is cooperating with the Chief Inspector General in this project. Agency results will be included in a roll-up report published by the Chief Inspector General's office.

The objectives are to evaluate:

- Each agency's implementation of the Office of the Governor's Executive Order Number 11-03, Ethics and Open Government.
- The design and effectiveness of each agency's ethics-related objectives, guidance, and activities in order to identify areas of potential weakness and best practices that could be shared among all agencies.

The scope of this engagement will focus primarily on recent actions taken by the agency to design, communicate, monitor, promote and enforce ethical standards and policies applicable to its employees.

This project will be conducted in accordance with the guidelines set forth in The Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*. Each agency's inspector general will direct fieldwork. A member of the Office of Inspector General will contact the appropriate officials in your agency to schedule an entrance conference.

If you have any questions about this project, please contact me at (850) xxx-yyyy.

cc: Agency Ethics Officer