***Reporting Year State Agency Name***

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***Division/Section***

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***Contact Information for Individual Completing Form***

***First Name Last Name Email Address***

  

Enterprise Risk Management is a dynamic process that must be continually adapted to the current risks and changes an entity faces. The Monitoring component of internal control is essential in helping internal control remain aligned with changing objectives, environment, laws, resources, and risks. Internal control monitoring assesses the quality of performance over time and promptly resolves the findings of audits and other reviews. Proper design, implementation, and operation of each of the principles listed below is required in order to maintain an effective internal control system. The attributes highlight important characteristics related to each principle and should be considered when determining how your organization meets each principle requirement. Further explanation of this component can be found in the [Green Book](http://www.gao.gov/assets/670/665712.pdf) beginning on page 64.

***Green Book Principles and Attributes***

1. Management should establish and operate monitoring activities to monitor the internal control system and evaluate the results.
   1. Establishment of a baseline
   2. Internal control system monitoring
   3. Evaluation and documentation of results
2. Management should remediate identified internal control deficiencies on a timely basis.
   1. Reporting of issues
   2. Evaluation and documentation of issues
   3. Documentation and execution of corrective action

***Instructions***

Describe below how each of the two principles outlined above have been designed, implemented, and are operating in order to establish the organization's internal environment. Additionally, please evaluate the effectiveness of each principle within the organization and provide a brief description of how and why each was found to be effective or ineffective. If found to be ineffective, please use the "MAP" tab in this workbook to document a corrective action plan with a responsible party or parties identified and an estimated completion date.

***Description of Monitoring procedures***

*Use this space to describe how your organization complies with the above principles.*