

1 [Motion establishing Budget Analyst's 2009-2010 schedule of audits]

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3 **Motion repealing Motion No. 09-55 and adopting a new schedule of audits to be**
4 **conducted of programs of City and County departments.**

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6 WHEREAS, It is the policy of the Board of Supervisors that each program of the City
7 and County of San Francisco be the subject of a performance or management audit at least
8 once every eight years; and

9 WHEREAS, The function of regular audits is to ensure that City departments and
10 agencies make prudent and efficient use of City resources and also effectively perform the
11 functions assigned to them by the charter and applicable laws; and

12 WHEREAS, Rule 6.18 of the Rules of Order outlines the criteria to be used in
13 developing the proposed audit schedule, and those priorities include programs that have
14 never undergone a management audit as well as programs that have gone the longest period
15 of time since their last management audit; and

16 WHEREAS, The Board of Supervisors previously passed Motion No. 09-55 which is on
17 file with the Clerk of the Board of Supervisors in File No. 090239, which is hereby declared to
18 be a part of this resolution as if set forth fully herein and was to have been amended to reflect
19 the audit priorities reflected hereafter and as was represented to the Board of Supervisors
20 during its meeting of March 24, 2009; now, therefore, be it

21 MOVED, That Motion No. 09-55 is hereby repealed in its entirety; and, be it

22 FURTHER MOVED, That the Budget Analyst is hereby directed to include in its
23 schedule of audits, in the following order of priority: (a) an audit of the City's purchasing
24 process for materials and supplies, including the Office of Contract Administration's Citywide
25 process and the Department of Public Health's process for purchasing materials and

1 pharmaceuticals; and (b) an evaluation of the Office of Small Business and consolidation of
2 small business functions currently performed by multiple City departments; and, be it

3 FURTHER MOVED, That light of the current year budget cuts affecting the capacity of
4 the Budget Analyst to perform additional audits, the Chair of the Government Audit and
5 Oversight Committee, in consultation with the Budget Analyst, is requested to recommend to
6 the Board an alternative audit or audits, if any, to be conducted by the Budget Analyst; and,
7 be it

8 FURTHER MOVED, That the Budget Analyst is authorized to initiate focused special
9 projects to the extent that staff resources are available and if there are no pending special
10 project assignments as directed by the Board of Supervisors, after informing the President of
11 the Board of Supervisors and the Chair of the Government Audits and Oversight Committee.

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