

# Office of Audit Services Audit Plan

FY 2023-24

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\*Primary Division is identified for each auditable activity; additional Divisions may be impacted.

## CUSTOMER SERVICES & SUPPORT

### **Arrears Determination**

Evaluate the effectiveness of controls over the arrears determination process.

### **Employer Compliance Reviews**

Evaluate employer compliance with applicable sections of the Public Employees' Retirement Law and prescribed reporting and enrollment procedures.

### **Retirement Estimates (carried over from the prior year)**

Evaluate the effectiveness of controls over the retirement estimate process.

## **Disability and Survivor Benefits Division**

### **Beneficiaries of Death/Survivor Benefits (carried over from the prior year)**

Evaluate the effectiveness of controls over determining beneficiaries of death/survivor benefits.

## **Employer Account Management Division**

### **Special Compensation and Reporting (finalize from the prior year)**

Evaluate the effectiveness of controls over special compensation and reporting.

## **Retirement Benefit Services Division**

### **Benefit Calculations (finalize from the prior year)**

Evaluate the effectiveness of controls over benefit calculations.

### **Unclaimed Benefits and Dormant Accounts (finalize from the prior year)**

Evaluate the effectiveness of controls over unclaimed benefits and dormant accounts.

## FINANCIAL OFFICE

### **Pension Contracts & Prefunding Program**

#### **California Employers' Retiree Benefit Trust (CERBT)**

Evaluate the effectiveness of controls over the administration of the CERBT program.

## GENERAL COUNSEL OFFICE

### **Information Security Office**

#### **Data Loss Prevention**

Evaluate the effectiveness of controls over the data loss prevention process.

#### **Information Asset Management (finalize from the prior year)**

Evaluate the effectiveness of controls over information asset management.

## HEALTH POLICY & BENEFITS

### Health Plan Research & Administration Division

#### **Contract Oversight for Health Maintenance Organizations (finalize from the prior year)**

Evaluate the effectiveness of controls over the contract administration oversight for Health Maintenance Organizations.

## INVESTMENT OFFICE

### **Automated Real Estate Investment System (ARIES) (finalize from the prior year)**

Evaluate the effectiveness of controls over the real assets performance and reporting management system.

#### **Performance Targets**

Evaluate the effectiveness of controls over investment performance.

#### **Private Debt Program (carried over from the prior year)**

Evaluate the effectiveness of controls for mitigating operational, reporting, and compliance risks associated with the Private Debt Program.

## OPERATIONS & TECHNOLOGY

### Human Resources Division

#### **Overtime Practices (finalize from the prior year)**

Evaluate the effectiveness of controls over overtime practices.

### Information Technology Services Branch

#### **System Change Requests (SCR)**

Evaluate the effectiveness of controls over the SCR process.

#### **System Investigation Reports (SIR)**

Evaluate the effectiveness of controls over the SIR process.

### Operations Support Services Division

#### **Business Continuity Management (finalize from the prior year)**

Evaluate the effectiveness of controls over the business continuity process.

## MULTI-DIVISIONAL AUDIT/PROJECT

### **Compliance with Regulatory Requirements**

Evaluate the effectiveness of controls to ensure compliance with regulatory requirements.  
(Impacted divisions: Investment Office/Financial Reporting & Accounting Services Division)

### **Consulting Engagements**

Perform consulting engagements based on CalPERS management requests.

### **Employer Data Requests (finalize from the prior year)**

Evaluate the effectiveness of controls over the employer data request process.  
(Impacted Divisions: Information Security Office/Office of Stakeholder Relations)

### **myCalPERS Access Provisioning**

Evaluate the effectiveness of controls over the myCalPERS access provisioning process.

## INTERNAL AUDIT ACTIVITIES

### **Enterprise-wide Risk Assessment and Audit Planning**

Conduct risk assessment and prepare a risk-based audit plan for FY 2024-25.

### **Finding Validations and Reporting**

Monitor audit progress and resolution of outstanding audit findings and prepare monthly/quarterly status reports to CalPERS Management.

### **Quality Assurance and Improvement Program**

Perform annual internal assessment of OFAS audit activities against the International Standards for the Professional Practice of Internal Auditing and implement continuous improvement initiatives.