



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
US ARMY GARRISON-ROCK ISLAND ARSENAL
1 ROCK ISLAND ARSENAL
ROCK ISLAND, ILLINOIS 61299-5000

REPLY TO
ATTENTION OF:

IMNE-RIA-ZA

AUG 25 2009

MEMORANDUM FOR All Garrison Directors/Office Chiefs

SUBJECT: Implementation of Audit Recommendations - Policy Memo #B-07

1. Reference AR 11-7, Internal Review Program, 26 October 2007.
2. Applicability and Effective Date. This policy statement is applicable to all US Army Garrison - Rock Island Arsenal (RIA) Directorates and Offices and is effective immediately.
3. General. RIA Directors and Office Chiefs are required to resolve and effectively implement all agreed upon corrective actions taken as a result of both internal review and external (GAO, USAAA, DOD IG, etc.) audit findings and recommendations.
4. Operational procedures.
 - a. Each Director/Office Chief will ensure that an official reply is prepared and submitted to the Internal Review and Compliance Office (IRACO) for each recommendation contained in internal review and external audit reports. Each Director/Office Chief must approve the corrective actions taken/planned, including the completion dates for actions already taken and target dates for completing planned actions. A maximum of 10-working days will be allowed to complete the reply.
 - b. Managers will establish prompt, but reasonable, time frames to resolve and implement internal review and external audit recommendations. For any planned corrective action that will take more than 12 months to complete, Directors/Office Chiefs will prepare and submit a justification with the target dates, which must be approved by the Garrison Manager.
 - c. The IRACO will ask for written status every 90 days on open recommendations based on target dates shown in the official reply. Directors/Office Chiefs will be required to provide written status until all recommendations in an internal review or external audit report are reported complete.
 - d. If the original target date on an internal review or external audit recommendation cannot be met, the Garrison Manager will approve any proposed extensions until all corrective actions are reported complete.

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5. Summary. Prompt, proactive actions are required for all agreed upon recommendations to any internal review or external audit report.

6. Questions concerning this policy may be addressed to Mr. Vince George, IMNE-RIA-IR, extension 2-6170 or e-mail vincent.george@us.army.mil.



JOEL G. HIMSL
Garrison Manager