

ADMINISTRATIVE - [redacted]

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12 October 1984

DDI-05961/84

MEMORANDUM FOR: Deputy Director for Intelligence

VIA: Inspector General

FROM: [redacted] Acting Chief, Audit Staff

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SUBJECT: FY 1985 Audit Plan for Directorate of Intelligence Activities

1. This memorandum is to advise you that we plan to audit The Directorate of Intelligence during the second quarter of FY 1985. As indicated on the attached plan we estimate that the audit will require three auditors and will take somewhat in excess of three months to complete. The audit will involve a review of administrative functions to evaluate the effectiveness of internal controls and procedures and to assure compliance with Agency regulations. Financial and logistical transactions will also be reviewed to determine their propriety.

2. Please indicate your concurrence in the audit plan by signing and returning the original of this memorandum. Prior to commencement of the audit, members of my Staff will contact appropriate DDI officials to arrange a starting date and to identify any additional activities that you may want us to include in the audit.

[redacted signature box]

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CONCUR:

[redacted signature box]

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Deputy Director for Intelligence

10/19/84
Date

Attachment: FY 1985 DDI Audit Plan

Distribution: Orig. - Signature & Return
1 - DDI

ADMINISTRATIVE - [redacted]

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S E C R E T

REPORT 13
10/10/84

FY 1985 AUDIT PLAN FOR DDI ELEMENTS

	OFFICE	QUARTER IN WHICH AUDIT BEGINS	AUDIT	ESTIMATED MAN-WORK DAYS	LAST AUDIT THROUGH DATE	NUMBER OF AUDITORS
SCHEDULED	DDI	2	DEPUTY DIRECTOR FOR INTELLIGENCE	205	821031	3

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