



STATE OF MISSISSIPPI  
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION

TO: Accounting Directors

FROM: Lisa Dunn, Director  
Office of Fiscal Management

DATE: August 17, 2020

SUBJECT: Internal Control Assessments

The Department of Finance and Administration (DFA) is requesting that agencies perform their annual assessment of internal controls. According to Section 7-7-3(6) (d), Miss. Code Ann. as amended, each agency is required to maintain internal audit controls covering the agency's financial activities and identify and correct any weakness that could hinder the agency's ability to comply with legal and audit standards. The responsibility for evaluating, designing, and implementing Internal Control lies with the agency.

The Internal Control Assessments and Certification Letter are located in the MAAPP Manual, Section 30, under DFA Offices, Fiscal Management web page, below Fiscal Management Forms. The Internal Control Assessments along with the Certification Letter are due **December 31, 2020**.

Once complete, please email assessments to [ofm.bfm@dfa.ms.gov](mailto:ofm.bfm@dfa.ms.gov). If you have any questions regarding internal control assessments or certification, please contact NeKeida McSwain at [Nekeida.McSwain@dfa.ms.gov](mailto:Nekeida.McSwain@dfa.ms.gov) or 601-359-2156.

Thank you,

Lisa Dunn