

**STATE OF MISSISSIPPI
DEPARTMENT OF FINANCE AND ADMINISTRATION**

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TOPIC	INTERNAL CONTROL	SUB-SECTION 30.20.20
SECTION	REQUIREMENTS	ISSUANCE DATE August 17, 2015
SUB-SECTION	CERTIFICATION LETTER	REVISED - 2018

CERTIFICATION LETTER

Once sufficient information has been gathered and documented in an agency's internal control plan, the agency should determine:

- If any internal control weaknesses exist, and if necessary, how it will respond to those weaknesses
- The agency's plan of action for improving the internal controls over the transaction cycles
- The overall soundness of the internal control system over the transaction cycles

This analysis should be documented in the certification letter to DFA-OFM, an example of which is provided at:

<http://www.dfa.ms.gov/dfa-offices/fiscal-management/fiscal-management-forms/>