



QUALITY ASSESSMENT REVIEW OF INTERNAL AUDIT DEPARTMENT  
Solicitation Number: R-21-006-JP

**ADDENDUM 1**  
**June 24, 2021**

To Respondent of Record:

**RESPONSES TO QUESTIONS**

1. **QUESTION:** Does SAWS internal audit department follow the IIA IPPF exclusively, or is any yellow book requirements incorporated into department operations?

*Response:* SAWS' Internal Audit Department follows the IIA IPPF (red book) exclusively.

2. **QUESTION:** What was the number of management interviews conducted in the last EQA and would you like the level of interviews to be the same or more/less?

*Response:* In 2016, thirteen interviews were conducted. All Audit Committee members were interviewed (four at that time) and nine (9) members of the Executive Management Team (EMT). The level of interviews will likely be the same this time, depending on availability of Audit Committee members and the EMT.

3. **QUESTION:** We are prepared to conduct all our work on-site if that is SAWS preference. Does SAWS have an expectation as to the office environment in September when the work begins?

*Response:* SAWS is transitioning staff back into the office beginning in September. The Internal Audit department is currently working a hybrid schedule of three days in the office and two days remotely. SAWS does not have a preference for how the Quality Assessment Review work is performed. It can be done on-site, remotely, or a hybrid of both.

**END OF ADDENDUM**

This Addendum is one (1) page in its entirety.