

LISTING OF TASKERS  
FROM AMC INTERNAL REVIEW STEERING GROUP (ISRG) MEETING  
IN ORLANDO, FL 22-25 JAN 02

1. Contact Ms. Leiby (AMCRM) or her designated Point of Contact (POC) about gaining continued access to the Financial Management Information System (FMIS) for the AMC Internal Review (IR) community. In addition, see what actions would be necessary for getting this same level of access for the U.S. Army Audit Agency (USAAA) community. **Archie Ford**
  
2. Look into the process problem of staffing USAAA reports between the HQs AMC and the MSCs. **Archie Ford and the IRSG members**
  
3. Obtain copies of the used by Ben Piccolo (USAAA) in his briefing of "Automation Issues/Initiatives for the USAAA" at the IRSG meeting and subsequently put this information on the AMCIR web-site. **Archie Ford and Ray Griffin**
  
4. Contact the USAAA to get information on their Paperless Automated Workpapers training. Post to the AMCIR web-site. **Archie Ford**
  
5. We need to look into doing some audit work on the validity and reliability of data (data analysis) of the information contained in our different systems. **Archie Ford and the IRSG members**
  
- The USAAA is in the process of developing a one-week training course on "Assessing the Reliability of Data for Audits" training. Currently, the Air Force (USAF) has a two-week course we should consider having someone attend the USAF course.
  
6. Find out why USAAA Memo reports do not go on the extranet the same as their green cover reports. **Archie Ford**
  
7. Review ARs 36-5 and 11-7 to determine or find out how we are to provide service/support to tenants (i.e., PEOs and others)? **Archie Ford and Bill Hemberger**
  
8. We need to determine, how or what type of funding that we have and the breakout by type of funds? **For All. Status: Complete Dale Green has the information.**
  
9. Post to the AMCIR web-site the Lessons Learned from Frank Porter's Quality Assurance Engagement Assessments. **Frank Porter**

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10. Post to AMCIR web-site copies of the post engagement surveys and auditor satisfaction surveys. **Archie Ford**
11. Ensure to include as an agenda item for the next IRSG meeting the topic of "Audit Programming". **Archie Ford and Ray Griffin**
12. Forward a copy of the DAIG memo "FY 02 Special Areas of Interest for Inspections of Sensitive Activities" to the appropriate AMC locations with Special Areas Programs. **Ray Griffin**
13. Establish an AMC Process Action Team (PAT) to look into the review of, oversight of and the operation of small IR Offices. The PAT members are **Archie Ford, John Reid, Walt Pezzolo, Rodger Keene, Linda Malec, and Jerry Cobb**
14. Set-up an ACL training session for IR personnel on ACL training with Ben Piccolo. **Archie Ford**
15. Take a look Audit Management System (AMS) training with the National Guard Bureau (NGB) and the implementation of AMS throughout AMC as a time tracking tool for auditors. **Archie Ford**
16. Prepare a letter, to thank the NGB for making their Report Handbook available for adoption by AMC. **Bill Hemberger and Archie Ford**