



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



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Comptroller

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February 10, 2015

Pamela Rice Walker, Acting Director
Department of Health & Hospitals
1520 Market Street, Suite 4051
St. Louis, MO 63103-2900

RE: Payroll Distribution –Communicable Disease Control
(Project #2015-PD07)

Dear Ms. Rice Walker:

A Payroll Distribution was conducted for the Communicable Disease Control section (Department 711) for the pay period ending January 24, 2015. The objectives of this review were to determine if:

- Eligible City Employees received wages.
- Wages were adequately safeguarded.
- Employees were only paid for actual hours worked.
- Accrual and use of paid leave were accurate.

Fieldwork was completed on February 3, 2015.

This review was made under authorization contained in Article XV, Section 2 of the Charter, City of St. Louis, as revised, and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*.

During this review, nothing came to our attention that caused us to believe the wages were not properly distributed and safeguarded.

If you have any questions, please contact the Internal Audit Section at (314) 657-3490.

Respectfully,

Dr. Ishmael Ikpeama
Internal Audit Supervisor

Ron Steinkamp, CPA, CIA, CFE, CRMA, CGMA
Internal Audit Advisor