



CITY OF ST. LOUIS CITY OF ST. LOUIS

SUPPLY COMMISSIONER

PAYROLL DISTRIBUTION

April 13, 2019

PROJECT #2019-PD10

DATE ISSUED: APRIL 22, 2019

**Prepared By:
The Internal Audit Section**

HONORABLE DARLENE GREEN, COMPTROLLER

OFFICE OF THE COMPTROLLER OFFICE OF THE COMPTROLLER



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

1520 Market Street
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April 24, 2019

Pamela Kuehling
Commissioner of Supply
Supply Division
1200 Market Street, Room 324
St. Louis, MO 63103-2842

RE: Payroll Distribution of the Supply Commissioner

Dear Mrs. Kuehling:

We conducted a payroll distribution of the Supply Commissioner for the pay period ending April 13, 2019. The objectives of the review were to verify:

- Only eligible employees received wages.
- Wages and wage receipts were adequately safeguarded.
- Employees were paid for actual hours worked or approved paid leave.
- Accruals and use of paid leave were accurate.

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*.

If you have any questions, please contact the Internal Audit Section at (314) 657-3454.

Respectfully,

Ishmael Ikpeama, Ph.D
Internal Audit Supervisor

Jason Fletcher, C.P.A
Internal Audit Manager

Enclosure