

Findings Status Update Report

Report Details

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| Report Title | Sample Findings Status Update Report |
| Date | 2024-06-27 |
| Prepared By | John Doe |
| Department | Internal Audit |

Summary of Findings

| No. | Finding Description | Initial Risk Rating | Responsible Party | Original Target Date | Status | Current Update |
|-----|---|---------------------|---------------------|----------------------|-------------|--|
| 1 | Insufficient segregation of duties in purchasing process. | High | Procurement Manager | 2024-04-30 | In Progress | System update implemented. Awaiting training completion. |
| 2 | Documentation gaps in expense approval workflows. | Medium | Finance Supervisor | 2024-05-15 | Closed | Revised procedures in place and communicated. |
| 3 | Incomplete access reviews for critical accounts. | High | IT Team Lead | 2024-03-20 | Overdue | Access review in progress, 2 of 5 completed. |

Overall Progress

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|----------------|---|
| Total Findings | 3 |
| Closed | 1 |
| In Progress | 1 |
| Overdue | 1 |

Important Notes

- This report should be updated regularly to reflect the latest progress on remedial actions.
- Accurate status and timely updates ensure effective monitoring of risk mitigation.
- Findings that are overdue require immediate management attention.
- Supporting documentation should be retained for each finding closure.
- Report distribution should be controlled to protect sensitive information.