

# Texas Department of Licensing and Regulation

Fiscal Year 2020 Annual Internal Audit Report

August 31, 2020

# C O N T E N T S

	Page
I. COMPLIANCE WITH TEXAS GOVERNMENT CODE 2102.015.....	1
II. INTERNAL AUDIT PLAN FOR FISCAL YEAR 2020.....	1
III. CONSULTING SERVICES AND NONAUDIT SERVICES COMPLETED.....	2
IV. EXTERNAL QUALITY ASSURANCE REVIEW .....	3
V. INTERNAL AUDIT PLAN FOR FISCAL YEAR 2021.....	4
VI. EXTERNAL AUDIT SERVICES PROCURED IN FISCAL YEAR 2020 .....	5
VII. REPORTING SUSPECTED FRAUD AND ABUSE .....	5

**Texas Department of Licensing and Regulation**  
**Fiscal Year 2020 Annual Internal Audit Report**  
 August 31, 2020

**I. Compliance with Texas Government Code, Section 2102.015: Posting the Internal Audit Plan, Internal Audit Annual Report, and Other Audit information on Internet Web site**

Texas Government Code, Section 2102.015 requires state agencies and higher education institutions, as defined in the statute, to post their Internal Audit Plan, Internal Audit Annual Report, and other audit information on the Internet.

The Texas Department of Licensing and Regulation (TDLR or the agency) will post this report and its Fiscal Year 2021 Internal Audit Plan on its website at [www.tdlr.texas.gov](http://www.tdlr.texas.gov) by November 1, 2020. TDLR's Commission reviewed and approved the Annual Internal Audit Report as part of their regular meeting held on September 29, 2020.

TDLR will update its posting with a detailed summary of the weaknesses, deficiencies, wrongdoings or other concerns raised by performance of the audit plan as they are identified or by November 1, 2020. TDLR will also update the posting with the corrective action taken to address any issues identified.

**II. Internal Audit Plan for Fiscal Year 2020**

The internal audits planned and performed for fiscal year 2020 were selected to address the agency's highest risk areas, based on the 2019 risk assessment. The audits conducted during fiscal year 2020 are listed below.

Internal Audit	Report #	Report Date	Current Status
Internal Audit over Revenue	IA #2020-01	August 31, 2020	This audit is complete.  Follow-up procedures to verify that corrective action has been performed on the open findings are included in the proposed 2021 Internal Audit Plan.
Internal Audit Follow-Up over Licensing	IA #2020-02	June 29, 2020	This audit is complete.  Follow-up procedures to verify that corrective action has been performed on the remaining open findings are included in the proposed 2021 Internal Audit Plan.
Internal Audit Follow-Up over Enforcement Administration	IA #2020-03	June 26, 2020	This audit is complete.  Follow-up procedures to verify that corrective action has been performed on the remaining open findings are included in the proposed 2021 Internal Audit Plan.

**Texas Department of Licensing and Regulation**  
**Fiscal Year 2020 Annual Internal Audit Report**  
 August 31, 2020

Internal Audit	Report #	Report Date	Current Status
Internal Audit Follow-Up over Prior Years' Open Internal Audit Findings for the following areas:  <ul style="list-style-type: none"> <li>• Tow Trucks, Booting, &amp; VSF Program</li> <li>• Performance Measures</li> </ul>	IA #2020-04	June 26, 2020	This audit is complete.  Follow-up procedures to verify that corrective action has been performed on the remaining open finding are included in the proposed 2021 Internal Audit Plan.

**III. Consulting Services and Nonaudit Services Completed**

Weaver, as TDLR's Internal Auditor, did not complete any consulting or non-audit services in FY 2020 as defined in the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing, and the Government Auditing Standards, 2011 Revision, Sections 3.33 – 3.58, or Government Auditing Standards, 2018 Revision, Sections 3.64 – 3.106.

**Texas Department of Licensing and Regulation**  
**Fiscal Year 2020 Annual Internal Audit Report**  
**August 31, 2020**

**IV. External Quality Assurance Review**

In accordance with professional standards, and to meet the requirements of the Texas Internal Auditing Act, Internal Audit is required to undergo an external quality assurance review at least once every three years. Weaver's review was performed in October 2019.



**Report on Firm's System of Quality Control**

October 16, 2019

To the Partners of Weaver and Tidwell, L.L.P.  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Weaver and Tidwell, L.L.P. (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

**Firm's Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

**Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

**Required Selections and Considerations**

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act; audits of employee benefit plans, an audit performed under FDICIA, an audit of a broker-dealer, and examinations of service organizations [SOC 1 and SOC 2 engagements].)

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

**What inspires you, inspires us. | [eidebailly.com](http://eidebailly.com)**

U.S. Bancorp Center | 800 Nicollet Mall, Ste. 1300 | Minneapolis, MN 55402-7033 | T 612.253.6500 | F 612.253.6600 | EOE

**Texas Department of Licensing and Regulation**  
**Fiscal Year 2020 Annual Internal Audit Report**  
 August 31, 2020

**Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Weaver and Tidwell, L.L.P. applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Weaver and Tidwell, L.L.P. has received a peer review rating of pass.



Eide Bailly LLP

**V. Internal Audit Plan**

The Fiscal Year 2021 Internal Audit Plan submitted to the agency’s Commission is based on the results of the 2020 Internal Audit Risk Assessment, as reviewed and updated in August 2020. The Commission approved the Fiscal Year 2021 Internal Audit Plan on September 29, 2020, and was submitted to the State Auditor’s Office prior to November 1, 2020.

Fiscal Year 2021 Internal Audit Plan		
Audit Area	2020 Risk Rating	Estimated Hours
Contract Administration	High	300-350

Planned follow-up procedures for fiscal year 2021 to verify and communicate with Management the remediation efforts of prior Internal Audit Recommendations.

Fiscal Year 2021 Follow-up Procedures		
Audit Area	2020 Risk Rating	Estimated Hours
Licensing	High	130-150
Enforcement Administration	High	
Revenue	High	
Tow Trucks, Booting and VSF	Moderate	
Performance Measures	Low	

As part of the risk assessment, TDLR assesses the probability and impact of the following risk categories across all significant activities of the agency, which include the significant information technology processes of information security, information technology services, application selection and development and disaster recovery and business continuity:

- financial stability and fraud risk
- operations and complexity risk
- information technology risk
- organization and human capital risk
- reputational risk

# Texas Department of Licensing and Regulation

## Fiscal Year 2020 Annual Internal Audit Report

### August 31, 2020

Taking into consideration the input from the TDLR management, all significant activities are assigned a risk rating for probability and impact related to each risk category. The overall risk rating (High, Moderate or Low) is assigned to each significant activity based on the activity's average risk rating.

The internal audit plan is developed by considering risk ratings for each significant activity and prioritizing "High" risk activities. The risk assessment is updated on an annual basis.

The 2020 Internal Audit Risk Assessment resulted in 12 Significant Activities rated as "High" risk. Eight of the 12 Significant Activities are not included in the Fiscal Year 2021 Internal Audit Plan. Those activities are as follows:

1. **Information Security** – Information Security was not included in the 2021 Internal Audit Plan. An audit by the Department of Information Resources was completed in fiscal year 2020.
2. **Information Technology Services** - Information Technology Services was not included in the 2021 Internal Audit Plan.
3. **Application Selection/Development** – Application Selection/Development was not included in the 2021 Internal Audit Plan.
4. **Disaster Recovery/Business Continuity** – Disaster Recovery/Business Continuity was not included in the 2021 Internal Audit Plan.
5. **Budget and Planning** – Budget and Planning was not included in the 2021 Internal Audit Plan.
6. **Payment Processing** – Payment Processing was not included in the 2021 Internal Audit Plan.
7. **Payroll** – Payroll was not included in the 2021 Internal Audit Plan.
8. **Procurement** – Procurement was not included in the 2021 Internal Audit Plan.

#### **VI. External Audit Services Procured in FY 2020**

Other than the contract with Weaver to provide outsourced internal audit services, TDLR did not procure any external audit services during the fiscal year 2020.

#### **VII. Reporting Suspected Fraud, Waste and Abuse**

TDLR has provided instructions on reporting suspected fraud, waste, and abuse to the State Auditor's Office (SAO) on the agency's website. The instructions include the SAO Hotline phone number and a link to the SAO Fraud Reporting page. Additionally, TDLR has developed a Fraud Prevention Policy which includes information for reporting suspected fraud, waste, and abuse to the SAO.