

## **Unit Commander**

**The Unit Commander is the chief auditor for the Audit and Accountability Bureau, who is responsible for the final review and approval of all audits and special projects. The Unit Commander effectively manages these responsibilities by communicating with Department management. Responsibilities include but are not limited to:**

- **Approve the Annual Audit Plan.**
  - **Approve Proposal Memorandums.**
  - **Conduct roundtable discussions with the audit team as necessary.**
  - **Approve Executive Summaries and reports.**
  - **Receive and acknowledge response memorandum from the auditee.**
  - **Communicate project results to Department executives, the Office of Inspector General, and other Department management.**
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