

## FY 2004 Chapter 7 Audits and Field Exams

### Top 25 Findings

	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>FY 2004</u>
<i>Number of OIG Audits:</i>	167	166	145	0
<i>Number of UST Field Exams:</i>	105	142	101	134
<i>Number of CPA Audits:</i>	0	14	0	223
<i>Total</i>	<u>272</u>	<u>322</u>	<u>246</u>	<u>357</u>

Rank	Description of Finding	FY 2004		
		Top 25 Findings	% of Reports	% of All Findings
1	Transactions not recorded on Form 2 and miscellaneous errors, such as inaccurate payee/payer, description or uniform transaction code	268	75%	8%
2	Bank accounts not timely or properly reconciled or reviewed	185	52%	6%
3	Scheduled assets on Form 1 do not match petition/schedules	166	46%	5%
4	Transactions not recorded on Form 1 and other miscellaneous errors	151	42%	5%
5	Delay in case administration/No or inadequate case progress review	137	38%	4%
6	Cash receipts log not properly maintained	132	37%	4%
7	Unscheduled assets not recorded or properly identified on Form 1	120	34%	4%
8	Invoices/support for expenses not approved/canceled by trustee; missing support	110	31%	3%
9	Miscellaneous Form 3 errors such as omitted cases or improper cut-off date	107	30%	3%
10	Asset status not accurately reflected and tracked on Form 1	102	29%	3%
11	Bank statements/checks not properly captioned	87	24%	3%
12	Receipts not properly referenced between Forms 1 & 2	84	24%	3%
13	Receipts not recorded in receipts log	83	23%	3%
14	Assets not timely investigated, pursued, liquidated or collected	79	22%	2%
15	Untimely deposits	78	22%	2%
16	Receipts not periodically traced from log to bank statement	76	21%	2%
17	Estate funds not invested; high-yield investments not considered when appropriate	68	19%	2%
18	No disaster recovery plan	60	17%	2%
19	No or insufficient supporting documents for receipts	56	16%	2%
20	Casualty/auctioneer insurance not verified or maintained	55	15%	2%
21	Computer system not secure	48	13%	1%
22	Inadequate supervision of professionals	41	11%	1%
23	Insufficient segregation of duties	40	11%	1%
24	Asset values not verified or reasonably determined	40	11%	1%
25	No numbered receipts book or receipts not given	37	10%	1%
TOP 25 FY 2004 FINDINGS - ALL REGIONS		2,410	n/a	73%