

Department of Audits
Proposed Audit Plan for Calendar Year 2021 (Group A Audit)
December 17, 2020

No.	Agency	Area of Audit	Audit Objectives
1	Baltimore City Fire Department (BCFD)	Fire watch	To assess whether BCFD has adequate and effective policies and procedures to administer and operate the fire watch program; and whether those policies and procedures are in compliance with the National Fire Protection Association's requirements.
2	Department of General Services (DGS)	Building utilization rate / assets management	To evaluate whether the City has effective and efficient processes to identify, tracking, and monitoring the building assets management (building utilization rate).
3	Department of Public Work (DPW)	Water billing	To assess the efficiency and effectiveness of water billing process.
5	Department of Housing and Community Development (DHCD)	Vacant properties reporting	To evaluate whether the City has effective processes to identify and accurately report the City's vacant properties. (Also, we will clarify who uses the information.)
7	DOF	Paying vendors' bills 30 days	To evaluate whether the City has effective policies, procedures and processes to pay vendors within 30 days.
8	BCIT	Information Security	To evaluate whether the City has adequate policies and procedures to guide the City's Information Technology (IT) procurement processes to increase the efficiency and effectiveness of IT operations and costs.
9	Mayor's Office of Homeless Service (MOHS)	Homeless	To determine to an extent that MOHS is adequately managing and coordinating City's homeless shelters (buildings and structures) to meet City's goals and strategic plans.