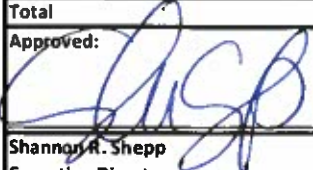


**FLORIDA DEPARTMENT OF CITRUS
INSPECTOR GENERAL ANNUAL AUDIT PLAN
FY2021-2022**

Note: This audit plan was developed in accordance with Chapter 20.055(5)(i)F.S. based on a risk assessment survey conducted with the Florida Citrus Commissioners and FDOC Management/Contract Managers during July 2021.

ACTIVITY	PROJECTED HOURS	% of TOTAL HOURS
Revenue:		
Assessments on Imported Products	240	11.5%
Assessments on Domestic Fruit	240	11.5%
International Marketing:		
Yamano & Associates	240	11.5%
Domestic Marketing:		
Edible Inc. (continued from FY2020-2021)	90	4.3%
Visit Florida	180	8.6%
Scientific Research Division:		
Think Healthy Group	120	5.7%
Economic and Market Research Division:		
University of Florida FAMRC	180	8.6%
Other:		
Information Technology	120	5.7%
Purchase Card Program Monthly Compliance Audits	80	3.8%
Personal Use of Department Cell Phones (6 month recurring)	24	1.1%
Investigations:		
TBD	0	0.0%
External Audits/Compliance Reviews:		
Florida Auditor General - Quality Assessment Review of IG	0	0.0%
Florida Department of Financial Services Audit	0	0.0%
USDA FAS MAP Compliance Review	0	0.0%
House Bill 1079 Compliance Audit (every 3 years)	40	1.9%
Additional Activities:		
Continuing Professional Education	40	1.9%
Required Reports Coordination	6	0.3%
Risk Assessment Survey/Annual Audit Plan	16	0.8%
Florida Citrus Commission Meetings (Attendance/Preparation)	56	2.7%
Senior Staff Meetings	20	1.0%
Safety Meetings	4	0.2%
Training (Department Non CPE)	8	0.4%
Annual and Misc. Reports	8	0.4%
Attend Professional Meetings	16	0.8%
Leave (Annual/Sick/Admin)	240	11.5%
Holidays/Personal Holiday	80	3.8%
Administrative Matters	40	1.9%
Total	2088	100%
Approved: 		
Shannon A. Shepp Executive Director		
Date: 8/4/21		