

Office of the Secretary of State

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Audits Division

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June 3, 2014

Mari Lopez, Administrator
Oregon State Board of Examiners for Engineering and Land Surveying
670 Hawthorne Avenue SE, Suite 220
Salem, Oregon 97301

Dear Ms. Lopez:

We received allegations through the Government Waste Hotline about organizational and personnel matters relating to the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS). The allegations involved the following:

- discretionary leave;
- unrecorded absences from work;
- conflict of interest; and
- missing cash receipts.

We performed a preliminary review of the validity of the allegations. We determined the governing Board had approved the discretionary leave. Regarding the unrecorded absences, we did not receive detailed information such as dates and times when employees were absent; therefore, we could take no action on this allegation. The conflict of interest was known to OSBEELS management and the governing Board, and steps were taken several years ago to manage the issue. Finally, OSBEELS management was aware of the missing cash receipts and had reported it to law enforcement and appropriate state offices.

OSBEELS management indicated, as a means to improve processes and controls, they were transitioning to the Department of Administrative Services' personnel and payroll systems and were strengthening cash handling controls to better safeguard cash.

As a result of our preliminary review, we determined no further work was warranted.

We appreciate your time and cooperation during this review. If you have any questions, please contact me at (503) 986-2255.

Sincerely,
OREGON AUDITS DIVISION

V. Dale Bond, CPA, CISA, CFE
Audit Manager

VDB:nmj

cc: Carl W. Tappert, Board President

Management Letter No. 966-2014-06-01