

RESOLUTION NO. 09-18781

A RESOLUTION OF THE BILLINGS, MONTANA CITY COUNCIL
ADOPTING A CITY-WIDE INTERNAL CONTROL POLICY

WHEREAS, the City of Billings does not currently have written financial internal controls; and

WHEREAS, the City of Billings needs to adopt an Internal Control Policy (Exhibit A) to provide that the City will use a system of written internal control procedures to protect City assets, ensure the integrity and reliability of its information, secure compliance with laws, policies, procedures, and ensure the integrity of its financial reporting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA, AS FOLLOWS:

APPROVED AND PASSED by the City Council of the City of Billings, this 12th day of January, 2009.



THE CITY OF BILLINGS:

BY:



Ron Tussing, MAYOR

ATTEST:

BY: Cari Martin
Cari Martin, CITY CLERK

Internal Control Policy

Internal control policy statement:

The City shall use both Internal Control management and accounting control measures. The internal control measures shall be designed to be detective, preventative, physical, technological, and corrective. The controls shall consist of hard controls, like testing, validating, reconciling, and measuring, and soft controls, like tone and attitude.

Internal control purpose:

The City will use a system of written internal control procedures to protect City assets, ensure the integrity and reliability of its information, secure compliance with laws, polices, procedures, and ensure the integrity of its financial reporting.

Internal control implementation authority:

Upon adoption of this Statement of Policy, the City of Billings Council authorizes the City Administrator to establish internal control procedures which may be necessary to support the policy statement and adopt such documents by Administrative Order. The City Administrator will review the procedures with the City Council at a work session every three years.