

# Audit Management Response

Date: [Insert Date]

To: [Insert Auditor's Name]

[Insert Auditor's Title]

[Insert Company/Organization Name]

[Insert Company Address]

Subject: Management Response to Risk Assessment Findings

Dear [Insert Auditor's Name],

We acknowledge receipt of the audit findings report dated [Insert Report Date] regarding the recent risk assessment conducted in our department/organization. We appreciate the efforts of the audit team in providing a thorough evaluation.

## Management Response Summary

We have reviewed the findings outlined in your report and provide our responses as follows:

### **Finding 1: [Insert Finding Title]**

Response: [Insert detailed management response, including action plans and timelines for addressing the finding.]

### **Finding 2: [Insert Finding Title]**

Response: [Insert detailed management response, including action plans and timelines for addressing the finding.]

### **Finding 3: [Insert Finding Title]**

Response: [Insert detailed management response, including action plans and timelines for addressing the finding.]

We are committed to addressing the identified risks and enhancing our internal controls. We will keep you updated on our progress and will ensure that corrective actions are implemented effectively.

If you require further information or clarification on our responses, please do not hesitate to contact me directly at [Insert Contact Information].

Thank you for your continued partnership and support.

Sincerely,

[Insert Your Name]

[Insert Your Title]

[Insert Company/Organization Name]

[Insert Company Address]