

Internal Control System Performance Review

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Performance Review of Internal Control System

Dear [Recipient Name],

I hope this message finds you well. This letter serves to report the findings from our recent performance review of the internal control system implemented within our organization.

Overview

The internal control system was assessed to ensure its effectiveness in safeguarding assets, ensuring accurate financial reporting, and promoting adherence to applicable laws and regulations.

Key Findings

- Strengths: [List strengths]
- Areas for Improvement: [List areas for improvement]
- Recommendations: [List recommendations]

Conclusion

Overall, our review indicates that while the internal control system has several strengths, there are critical areas that require enhancement to mitigate risks and enhance efficiency.

Please let me know a convenient time for us to discuss these findings further.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]