



## INTEROFFICE MEMORANDUM

To: Audit Committee

From: Mary Hom  
Chief Risk Officer

Date: March 20, 2024

Re: Audit Plan – Second Quarter 2024

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The proposed projects for the second quarter of 2024 are as follows:

- Business Continuity Plan/Annual Review (advisory) (continuing from 1Q)
- Succession Plan/Annual Review (advisory) (continuing from 1Q)
- Month-End Reconciliation (assurance)
- Fee Income (review)
- Investments (continuous monitoring)

**Action by Members of the Audit Committee:**

The Members of the Audit Committee are requested to approve the Second Quarter 2024 Audit Plan.