



March 23, 2017

Audit Committee  
Port of Seattle

**Re: Required Annual Communication and Results of the External Peer Review**

In accordance with the International Professional Practices Framework (IPPF) promulgated by the Institute of Internal Auditors and the Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States, the Internal Audit Director must ensure the following information is communicated annually to the Audit Committee:

Internal Audit Charter (IPPF 1000)

The activity of the Internal Audit Department is formally defined in the Internal Audit Charter. The charter is reviewed annually by the Audit Committee, the Chief Executive Officer, and the Internal Audit Director. The Port Commission provides final approval of the charter. The department charter was reviewed and approved by the Port Commission on December 11, 2012. The charter is reviewed annually with the Audit Committee, and is still relevant and reflects our department activities.

Confirmation of Organizational Independence (IPPF 1110)

At the Port of Seattle, the Internal Audit Department continues to be accorded organizational independence by reporting functionally to the Audit Committee and administratively to the Chief Executive Officer.

Quality Assurance and Improvement Program (IPPF 1320 and GAGAS 3.95)

The Internal Audit Department has implemented adequate quality assurance and improvement program (QAIP) that covers all aspects of internal audit activity. This was evidenced by the Department passing its first external peer review in 2012. The department also successfully passed its second external peer review in December 2015.

The results of our own internal monitoring process also confirm the Department is in compliance with the auditing standards.

We will continue to align audit efforts with major initiatives and programs at the Port (e.g., Aviation Capital Programs).

Sincerely,

A handwritten signature in black ink, appearing to read "Joyce Kirangi".

Joyce Kirangi, CPA, CGMA  
Director, Internal Audit Department



The Association of Local Government Auditors  
Awards this

## Certificate of Compliance

to

**Port of Seattle Internal Audit Department**

Recognizing that the organization's internal quality control system was suitably designed and operating effectively to provide reasonable assurance of compliance with *Government Auditing Standards* for audit and attestation engagements during the period July 1, 2012 through October 31, 2015.

  
Matt Weller  
ALGA Peer Review Committee Chair

  
Kimber Waltmunson  
ALGA President



The Association of Local Government Auditors  
Awards this

## Certificate of Compliance

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**Port of Seattle Internal Audit Department**

Recognizing that the organization's internal quality control system was suitably designed and operating effectively to provide reasonable assurance of compliance with the *International Standards for the Professional Practice of Internal Auditing* for assurance and consulting engagements during the period July 1, 2012 through October 31, 2015.

  
Matt Weller  
ALGA Peer Review Committee Chair

  
Kimber Waltmunson  
ALGA President