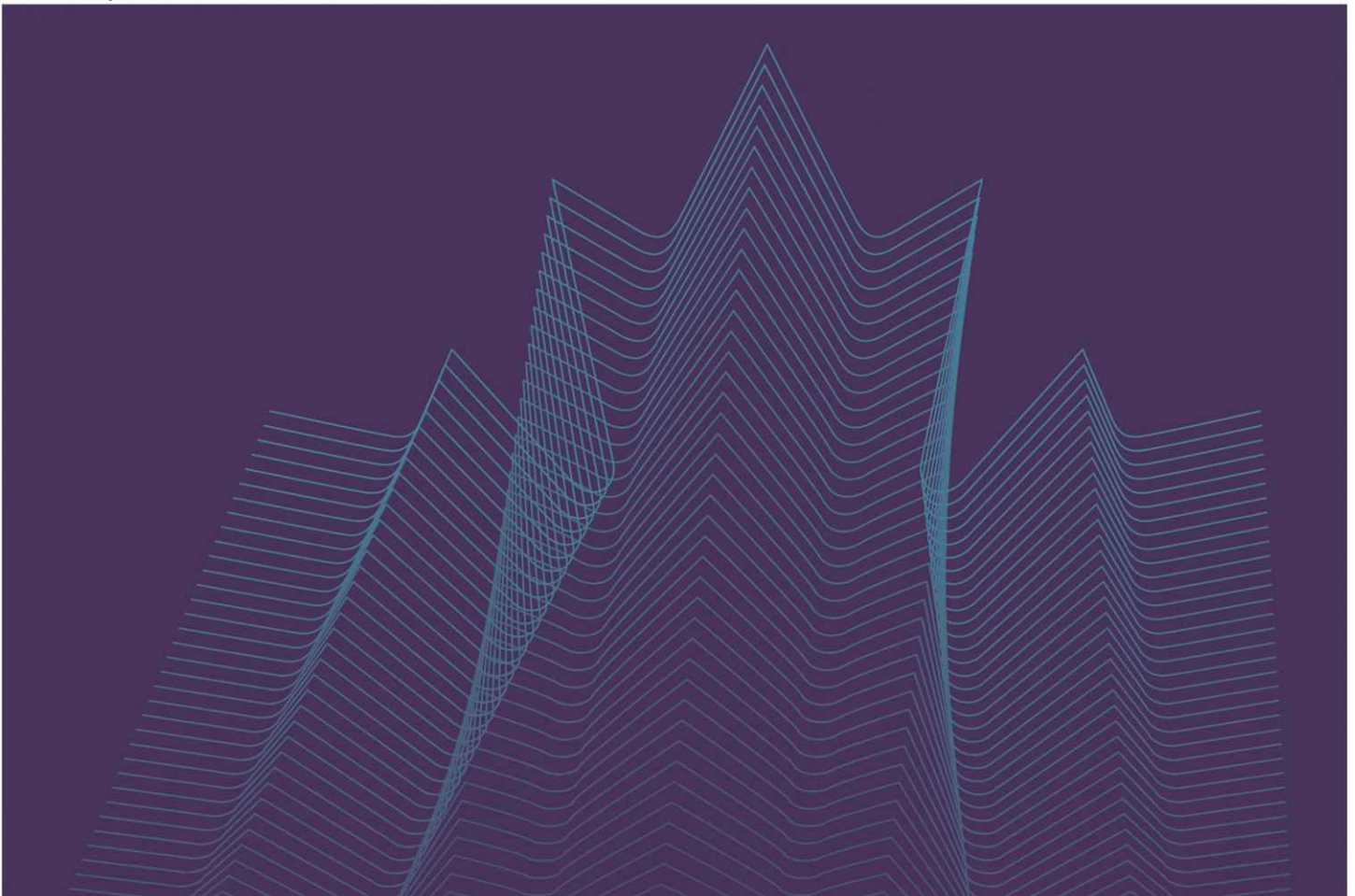




# Annex to the Statement of Management Responsibility Including Internal Control Over Financial Reporting of the Canada School of Public Service

For the year ended March 31, 2023



# Introduction

In support of an effective system of internal control, the Canada School of Public Service (the School) conducted self-assessments of key control areas that were identified to be assessed in the 2022-23 fiscal year. A summary of the assessment results and action plan is provided below.

## Assessment results for the 2022-23 fiscal year

The School completed the assessment of key control areas as indicated in the following table. A summary of the results, action plans, and additional details are also provided.

Key control areas	Remediation required	Summary results and action plan
Delegation	Yes	<p>The delegation chart and supporting note were reviewed only when there was a new minister. Action plan was put in place to review the Delegation annually.</p> <p>Issues to required training and revalidation of knowledge were identified. Remedial actions addressed.</p>
Transfer payments	No	The School does not have transfer payments.

With respect to the key control areas of the delegation of spending and financial authorities, for the most part, controls related to spending and financial authorities were functioning well and form an adequate basis for the department’s system of internal control. Some issues to the required/revalidation of training were identified and addressed during the fiscal year.

## Assessment plan

The School will assess the performance of its system of internal control by focusing on key control areas over a cycle of years as shown in the following table.

Key control areas	2022-2023 fiscal year	2023-2024 fiscal year	2024-2025 fiscal year	2025-2026 fiscal year	2026- 2027 fiscal year
Delegation	Yes	No	No	No	No
Transfer Payments	N/A	No	No	No	No
Contracting	No	Yes	No	No	No
Year-end Payables	No	Yes	No	No	No
Receivables	No	Yes	No	No	No
Pay Administration	No	No	Yes	No	No
Travel	No	No	Yes	No	No
Financial Management Governance	No	No	Yes	No	No
Hospitality	No	No	No	Yes	No
Fleet Management	No	No	No	Yes	No
Accountable Advances	No	No	No	Yes	No
Acquisition cards	No	No	No	No	Yes
Leave	No	No	No	No	Yes
Special Financial Authorities	No	No	No	No	Yes