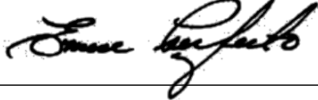


Policy Name: Risk Assessment Policy	Number: 404.100.01.003
Division: Executive	Effective Date: 2/01/2025
Responsible Section: Administration and Internal Audit	
Approved by: Oregon Public Defense Commission	Approval Date: 1/15/2025

1. PURPOSE: This document defines the authority and applicability of OPDC’s annual agency-wide Risk Assessment (RA).

2. AUTHORITY: ORS 184.360(4), ORS 297.250(1), OAR 166-300-0025(9), OAR 125-700-0140(1) and (4), OAR 125-700-0150(2), the Internal Audit and Audit Committee Charters and applicable Institute of Internal Audit (IIA) Standards.

3. APPLICABILITY: This policy applies only to the Internal Audit function and is informative to outside parties.

4. DEFINITIONS FOR PURPOSES OF THIS POLICY: ORS 184.360, OAR 125-700-0015 and 2024 IIA Standards (Generally).

5. POLICY: An agency-wide RA is performed biannually (once every two years) by the Internal Audit function, with updates completed annually or more frequently as appropriate¹ to plan audit and engagement related work. Internal Audit RAs do not replace agency management’s responsibility for overall risk management².

When performing the RA, the Chief Audit Executive (CAE) will seek to include broad and diverse stakeholder perspectives, consistent with state laws³ and IIA standards⁴ to identify risks for inclusion in the required Audit Plan⁵.

¹ See IIA Standard 9.4

² The IIA defines Risk Management as “A process to identify, assess, manage, and control potential events or situations to provide reasonable assurance regarding the achievement of the organization’s objectives.”

³ See OAR 125-700-0150(2)

⁴ See IIA Standards 9.1, 9.4, and 11.3.

⁵ See OAR 125-700-0140(1)

Upon completion the RA will be provided to the Office of the Secretary of State⁶.

Approved by: OPDC
Prepared by: Internal Audit
Reviewed by: Executive Team and Audit
Committee
Publish: Externally and Internally

⁶ Per ORS 297.250(1), and OAR 125-700-0140(4)