

# CONTROL SELF-ASSESSMENT

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## ACCOUNT RECEIVABLES

1. Has the unit received permission from the Office of Business and Financial Services to maintain a separate accounts receivable system?

Yes       No       Not Applicable

2. Are duties related to accounts receivable delegated so that no one individual can collect funds, update accounts receivable records, and reconcile accounts receivable details to Banner?

Yes       No       Not Applicable

3. Is the total of unit accounts receivable outstanding reconciled to Banner periodically?

Yes       No       Not Applicable

4. Are accounts receivable aged regularly, with older accounts receiving appropriate follow-up including collection and write-off of delinquent accounts?

Yes       No       Not Applicable