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# EQUITY IMPACT PLAN ANNUAL REPORT

## CALENDAR YEAR 2024

### BACKGROUND INFORMATION

Department Name: [Internal Audit Office](#)

Equity Lead(s): [Deirdre Bland, Deputy Director](#)

Date: [November 21, 2024](#)

### EQUITY IMPACT PLAN REPORT

#### DEPARTMENTAL GOALS

*Review your department's Equity Impact Plan for CY 2024 at [Equity Impact Plans | Topics \(fairfaxcounty.gov\)](#). Add each departmental goal below and describe: 1) what was done to make progress toward the goal, 2) with whom (partners), and 3) how work toward this goal was measured/evaluated and the results. If you have data for the performance measures listed in your CY 2024 Equity Impact Plan, report them. Add more goals as needed.*

**Goal 1: Audit Process – Incorporate equity into audits by adding specific procedures in research testing and reporting phases that address equity**

Goal 1 Progress: [Staff have the ability to document project finding/issues that have equity considerations. During calendar year 2024, one finding was noted for having equity considerations. A draft of equity procedures has been developed for staff to incorporate into projects. Formal staff training on equity procedures will be conducted during the calendar year 2025.](#)

**Goal 2: Staff Education - Encourage and support staff taking internal and external training on the topic of equity.**

Goal 2 Progress: [IAO managers and staff were required to take a minimum of 2 hours of CPE that included an objective on equity, diversity, or inclusion. During 2024, IAO staff completed 51 hours and 7 courses on the topics of equity, diversity, or inclusion. Additionally, materials from 1 training were added to the department's learning library](#)

**Goal 3: Training Materials - Develop and implement a process to review department training materials to ensure that content is free of biases but are diverse and inclusive.**

Goal 3 Progress: [The review of course materials on internal controls, fraud, and ethics to ensure it has diverse images and case examples has been completed. The course materials will be updated during calendar year 2025.](#)

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**Goal 4: Accessibility - Enhance department internal training materials and internal and external websites to increase visibility and ease of reporting ethics and fraud concerns.**

Goal 4 Progress: Updates and changes to the department’s external and internal websites are being developed to refresh visuals on pages and improve the user experience in submitting fraud reports and ethics questions including language access.

### COUNTYWIDE GOALS

*Report progress on Countywide goals related to the Regional Fair Housing Plan, if relevant to your department. As above, copy in each Countywide goal from your CY 2024 Equity Impact Plan, and describe progress made in CY 2024. If none, write “Not applicable.”*

None Applicable

### OTHER EQUITY-RELATED WORK

*Was other equity-related work completed in addition to the goals above? If so, please describe.*

None