MEMORANDUM

TO: Don Nieman, Jim Broschart, JoAnn Navarro
    Brian Rose, Bahgat Sammakia, Pat Elliott
    Sheila Doyle, Valerie Hampton, Terry Kane
    Pam Mischen, Greg Delviseio, Michael McGoff
    Barbara Scarlett

FROM: Harvey Stenger, President

DATE: April 4, 2016

SUBJECT: Internal Control Program

Around this time each year, I am required to certify our Internal Control Program and want to take this opportunity to affirm my personal commitment to internal control awareness and managing risk in all engagement areas and within our affiliated entities. I consider an effective internal control system to be high priority and ask for your active support as we work together to ensure success in attaining our goals.

The New York State Government Accountability Audit and Internal Control Act, Chapter 510 of the Laws of 1999, requires that all state agencies institute a formal internal control program. Binghamton University has established a Program designed to prevent fraud, minimize errors, promote efficiency and ensure compliance with established law and policy.

Internal Controls are the responsibility of all employees. Ethical values, competence and individual integrity are essential values upon which all internal controls depend. We have a responsibility to model integrity in all that we do, and must conduct ourselves with the appropriate standard of care. It is essential that supervisors understand the unique risks that may threaten their unit’s operational success and ensure that controls are in place to minimize these risks.

Understanding the need for and value of internal controls is a responsibility of all employees. More information about our Internal Control Program is available on our internal control website: http://www.binghamton.edu/internal-control/. I urge you to visit the website and to share this letter with your staff. If you have questions, please contact our Internal Control Officer, Eric Backlund at 607-777-7475, or Internal Control Coordinator, Tracey Debnar at 607-777-2157.

Thank you.

HGS/paz

c: Eric Backlund & Tracey Debnar