

## Construction Services & CS Impact Fees, Audits 01-20 & 01-21

### Risk Analysis Work Sheet

May 21, 2001

<u>Risk</u>	<u>Control</u>	<u>Control In Place</u>	<u>Assessment</u>
Permitting applications are incomplete.	Reviewed for completeness upon initial submission and subsequently in the review process by permit technician.	Yes.	Low to Medium
Applicant and registered contractor were not active at the time of plans submittal.	Permit System in place, which lists active applicants and registered contractors.	Yes	Low
Plan examinations are not completed on a timely basis.	Established time frame objectives in place.	Yes, however, time frames for plan review completions are not set in writing as an established policy.	Low to Medium
Fees assessed during the permitting process may not accurately reflect established rates.	Fees are automatically calculated by the Permit System based on pertinent information input.	Yes, however input errors can occur.	Low to Medium
Projects which received a "Conditional Plan Approval" were not corrected during construction.	Inspectors have the responsibility of ensuring that deficiencies associated with "Conditional Plan Approval" are corrected.	Yes, however, possibility of being overlooked during inspection since deficiencies are considered minor.	Medium
Charges for the "Customer Service Enhancement Fees" were not made or calculated incorrectly.	Permit System automatically calculates fees.	Yes, however input errors can occur.	Low to Medium