



To: Downstate Community

From: Dr. John C. LaRosa
President

Subject: Downstate Internal Control Program

Date: September 1, 2007

The term Internal Controls refers to all the measures taken by Downstate to provide reasonable assurance that it functions in a competent and appropriate manner consistent with its applicable regulations and policy objectives. A strong internal control system helps to minimize risk and allows for efficient and effective operations. Everyone at Downstate has some role in internal controls.

The New York State Governmental Accountability, Audit and Internal Control Act of 1987 (Internal Control Act) formalizes New York State's commitment to efficient and effective business practices, quality service, and ethics in the operations of state government. **As part of the New York State University System, Downstate must comply with the requirements of this legislation.**

In an effort to achieve conformance with this legislation, Downstate management is responsible for evaluating internal controls within their units through an assessment process designed to determine the unit's effectiveness for accomplishing its mission.

If Downstate is to be a successful, well-run and fulfilling organization in which to work and grow professionally, all of our employees must participate. I look forward to working with all of you on this program.

Thank you.