



INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	August 16, 2017
SUBJECT/REPORT NO:	Hamilton Fire Department Driver Certification Program (DCP) Audit – Summary of Results (AUD17015) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Charles Brown CPA, CA, CPA (Illinois) 905-546-2424 x4469
SUBMITTED BY:	Charles Brown CPA, CA, CPA (Illinois) Director, Audit Services City Manager's Office
SIGNATURE:	

Council Direction:

Per the Council-approved 2016-2018 Audit Services Work Plan (AUD16005), a Driver Certification Program (DCP) specified procedures inspection was to be conducted by the Audit Services Division and submitted to the Provincial Ministry of Transportation (MTO) for the Hamilton Fire Department.

Information:

The Audit Services Division completed the inspection work and submitted the “Driver Certification Program Specified Procedures Inspection Report” to the MTO by the required deadline of June 30, 2017. Fieldwork took place in June 2017. The time period evaluated during the inspection was April 13, 2016 to May 31, 2017.

A summary of findings is as follows:

Number of Program Infractions

Minor: 0

Major: 0

Overall, this is a positive result for the Hamilton Fire Department. Staff members in the Training Section are to be commended for their sustained efforts in the area of driver certification.

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.