



**Department of Human Services  
Online Directives Information System**

**Index:  
Revised:  
Next Review:**

**POL 1210  
09/15/2023  
09/15/2025**

**SUBJECT: Internal Financial Controls**

The policy of the Georgia Department of Human Services (DHS) is to safeguard all Departmental funds by implementing, maintaining and monitoring internal financial controls to meet federal and state program objectives.

**A. Authority**

Official Code of Georgia Annotated, [O.C.G.A. §49-2-1](#), DHS created effective July 1, 2009.

**B. References**

- The Georgia State Accounting Office guidance on Internal Controls  
<https://sao.georgia.gov/internal-controls>
- The US Government Accountability Office (GAO) Green Book  
<https://www.gao.gov/products/gao-14-704G>

**C. Applicability**

All divisions and offices of the Georgia Department of Human Services.

**D. Definitions**

None.

**E. Responsibilities**

- The Director of the Office of Financial Services is responsible for issuing and updating procedures to implement this policy.
- The Director of the DHS divisions and offices responsible for compliance with the policy and procedures for internal financial controls.

**F. History**

None

**G. Evaluation**

The effectiveness of this policy is evaluated by the Georgia Department of Audits the State Accounting Office annually.