SAVE FORM

SELF ASSESSMENT OF INTERNAL CONTROL

Form N-9

Compliance Requirement

Real Property Acquisition and Relocation Assistance

Department of _____

Fiscal Year Ending _____ ☐ NA-_____

		Yes	No	N/A	Comments
	Control Objectives				
	To provide reasonable assurance of compliance with the real property acquisition, appraisal, negotiation, and relocation requirements.				
	Control Environment				
1	Management committed to ensuring compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA).				
2	Written policies exist for handling relocation assistance and real property acquisition.				
	Risk Assessment				
3	Identification of risk that relocation will not be conducted in accordance with the URA, e.g., improper payments will be made to individuals or businesses that relocate.				
	Control Activities				
4	Employees handling relocation assistance and real property acquisition have been trained in the requirements of the URA.				
5	Review of expenditures pertaining to real property acquisition and relocation assistance by employees knowledgeable in the URA.				
	Information and Communication				
6	A system is in place to adequately document relocation assistance and real property acquisition.				
	Monitoring				
7	Management monitors relocation assistance and real property acquisition for compliance with the URA.				