University Financial Services and the UK Purchasing Division have partnered with UK Internal Audit to conduct a brief survey of UK small departments/units regarding business practices.

If you receive the *UK Business Improvement Survey* in your inbox, we ask that you take a few minutes to answer the questions and submit your responses by **November 17, 2017**.

**It Begins with a Survey and Ends with Better Practices for You and Reduced Risk for UK**

Your responses will be used in conjunction with those of other small units to assess how the University can provide better guidance for small departments to improve operations in the following areas:

- Payroll
- SAP
- WBS
- PRDs
- SRMs
- ProCards
- Inventories
- Imprest Accounts
- Cost Centers

All respondents will receive a copy of a new *Small Unit Reference Guide* that will be developed to address the specific challenges that the survey results expose. It will be packed with ideas to help your department balance staffing limitations and operational efficiency with effective controls to mitigate risk for the University.

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**A Joint Project By**

University Financial Services  
Purchasing  
Internal Audit

For more information, email julie.hoover-ernst@uky.edu or call 218.5858.