

THERESA L. EGAN
Deputy Commissioner for
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Department of
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July 15, 2015

Mr John Buyce, Audit Director
Office of the State Comptroller
Division of State Government Accountability
110 State Street, 11th Floor
Albany, NY 12236-0001

Re: 2014-S-65 Final Audit Report

Dear Mr Buyce:

This letter is in reference to the New York State Comptroller's audit report number 2014-S-65, *Controls Over Cash Advance Accounts*. The Department reviewed the findings and generally agree with OSC's assessment that the accounts are currently overfunded.

The Department has analyzed current usage activities for the petty cash, confidential, and travel advance accounts. We have made adjustments to these accounts.

The Department will continue to review spending in each of these accounts on an annual basis and make adjustments as necessary to ensure that funding levels are adequate and appropriate in comparison to the business need. We will continue to utilize the established internal controls, and to look for other improvement opportunities to ensure the funds are accounted for and used only for appropriate business purposes. If you have any questions concerning our response to this audit, please contact me at (518) 474-0846.

Sincerely,



Theresa L. Egan