

INTERNAL CONTROL CERTIFICATION

Ogdensburg Bridge and Port Authority

Agency/Authority Name

Wade A. Davis, Executive Director / Fredrick J. Carter, Sr., Chairperson

Agency Head/Chairperson Governing Board

One Bridge Plaza, Ogdensburg, NY 13669

Agency/Authority Address

(315) 393-4080

Telephone Number

Mark T. Mashaw, CPA

Name of Internal Control Officer

One Bridge Plaza, Ogdensburg, NY 13669

Address

(315) 393-4080

Telephone Number

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Email Address of Internal Control Officer

I hereby certify that the agency or authority has complied with the following provisions for internal controls.

These provisions are as follows:

- A. Establish and maintain guidelines for a system of internal controls for the agency or authority. Internal control guidelines communicate the management and programmatic objectives of an agency or authority to its employees and provide the methods and procedures used to assess the effectiveness of the agency or authority internal controls in supporting these objectives.
- B. Establish and maintain a system of internal controls and a program of internal control review for the agency or authority. The program of internal control review shall be a structured, continuing and well-documented system designed to identify internal control weaknesses, identify actions that are needed to correct these weaknesses, monitor the implementation of necessary corrective actions and periodically assess the adequacy of the agency's or authority's internal controls.
- C. Make available to each officer and employee of the agency or authority a clear and concise statement of the generally applicable management policies and standards with which the officer or employee of such agency or authority shall be expected to comply. Such statements shall emphasize the importance of and responsibility for effective internal controls.
- D. Designate an internal control officer, who shall report to the head of the agency (or their designee within the executive office) to implement and review the Internal Control Act responsibilities.
- E. Implement education and training efforts to ensure that officers and employees within such agency or authority have achieved adequate awareness and understanding of internal control standards and, as appropriate, evaluation techniques.
- F. Periodically evaluate the need for an internal audit function. If an internal audit function exists, it shall be maintained in compliance with generally accepted professional auditing standards.



Fredrick J. Carter, Chairperson

Signature/Agency Head or Chairperson Governing Board

April 29, 2008

Date