

**DAS Division of Finance  
ICQ Submission Schedule**

**Updated Date  
1/9/14**

No.	ICQ Name	No. of Questions	Submission to DAS Finance	2012 - 1st Qtr..	2012 - 2nd Qtr..	2012 - 3rd Qtr..	2012 - 4th Qtr..	2013 - 1st Qtr..	2013 - 2nd Qtr..	2013 - 3rd Qtr..	2013 - 4th Qtr..	2014 - 1st Qtr..	2014 - 2nd Qtr..	2014 - 3rd Qtr..	2014 - 4th Qtr..	2015 - 1st Qtr..	2015 - 2nd Qtr..	2015 - 3rd Qtr..	2015 - 4th Qtr..	2016 - 1st Qtr..	2016 - 2nd Qtr..	2016 - 3rd Qtr..	2016 - 4th Qtr..	
<b>Date due back to DAS Finance:</b>				3/31/12	6/30/12	N/A	12/31/12	3/31/13	6/30/13	N/A	12/31/13	3/31/14	6/30/14	N/A	12/31/14	3/31/15	6/30/15	N/A	12/31/15	3/31/16	6/30/16	9/30/16	12/31/16	
1	Cash Disbursements	86	Per this schedule	x								x (1)								x (1)				
2	Cash Receipts	54			x									x (1)								x (1)		
3	Capital Assets	45					x																	
4	Payroll - All Agencies	31						x																
5	Payroll & Personnel - DHRM ONLY	31							x															
6	Receivables - FINET System	45								x														
7	Receivables - Non-FINET Systems	70										x												
10	IT - Security	83													x									
8	Control Environment	93														x								
9	System Interfaces with FINET	17															x							
11	IT - Development, Implementation, & Change	79																				x		
12	IT - Financial Systems & IT Group	50																						x
13	Financial Reporting - Financial Statement Preparers ONLY	107																					x	
14	Investments (Note 3)	48	Required to be (1) completed, if applicable; (2) reviewed by management for needed corrective action, (3) retained for subsequent review, if requested by Division of Finance internal control group; but (4) not required to be submitted to DAS Finance.														x							
15	Risk Assessment (Note 2)	73																						
16	Federal Grant Administration	192															x							
17	OMB Circular A-87 Compliance -Agencies with federal grants	0																				x		
18	Davis-Bacon Act	20											x											
19	Buy American	28												x										
20	Civil Rights	27														x								
21	Drug-Free Workplace	35																				x		

- Notes:
- When ICQs are resubmitted years after they were submitted previously, agencies must use the most recent version of the ICQs from the DAS Finance website. However, agencies may find it useful to start with their previously submitted version and just copy over the responses after updating the responses to conform with the current circumstances.
  - The Risk Assessment ICQ is applicable and required for the following agencies: Administrative Office of the Courts, Alcoholic Beverage Control, Administrative Services, Agriculture and Food, Board of Education, Commerce, Heritage & Arts, Corrections, Environmental Quality, Health, Human Services, Natural Resources, Public Safety, Tax Commission, Transportation, and Workforces Services.
  - The Investments ICQ is applicable if the agency manages investments other than in the Public Treasurer's Investment Fund (Pool). Might only be applicable to the Utah State Treasurer's Office and Board of Regents.