

**5:30-6**  
**LOCAL FINANCE BOARD - ANNUAL AUDIT**

**5:30-6.1 Uniform accounting system for local units**

- (a) The Requirements of Audit that have been promulgated for municipalities, and counties, which are deemed to include the county surrogate's office and the county probation department, are considered as minimum requirements and should be elaborated upon whenever, in the judgment of the registered municipal accountant, it is required.
- (b) Copies of Requirements of Audit may be obtained from:

Local Finance Board  
Division of Local Government Services  
Department of Community Affairs  
PO Box 803  
Trenton, New Jersey 08625-0803

- (c) In addition to the Requirements of Audit, the registered municipal accountant of each local unit shall also utilize the requirements of the following authoritative resources, incorporated herein by reference, in conducting the annual audit as appropriate and applicable:
  - 1. Generally Accepted Auditing Standards as promulgated by the American Institute of Certified Public Accountants;
  - 2. Government Accounting Standards Board with regard to disclosure of notes to the financial statements;
  - 3. U.S. Office of Management and Budget Circular A-133;
  - 4. New Jersey Office of Management and Budget Circular 98-07; and
  - 5. Generally Accepted Government Auditing Standards promulgated by the U.S. General Accounting Office.

**5:30-6.2 through 5:30-6.4 (Reserved)**

**5:30-6.5 Certification of governing body**

- (a) The annual audit of accounting records and transactions required of every local unit pursuant to N.J.S.A. 40A:5-4 shall be filed by the local unit's registered municipal accountant with the clerk of the board of chosen freeholders or municipal clerk pursuant to N.J.S.A. 40A:5-6, and a copy shall be delivered to each member of the governing body.

- (b) The governing body of each local unit shall, by resolution, certify to the Local Finance Board that all members of the governing body have personally reviewed, as a minimum, the sections of the annual audit entitled: General Comments, Recommendations, Auditor's Opinions, and Single Audit Findings.
1. Such certification shall also be evidenced by the execution of a group affidavit form, promulgated by the Board, that shall be originally signed by each member of the governing body.
  2. Such resolution of certification and group affidavit shall be adopted and executed by the governing body not later than 45 days after the receipt of the annual audit.
- (c) Failure to comply with these requirements may subject the members of the local governing body to the penalty provisions of N.J.S.A. 52:27B-52.

**5:30-6.6 (Reserved)**

**5:30-6.7 (Reserved)**

**5:30-6.8 through 5:30-6.11 (Reserved)**