

**MONITORING AND AUDITS DIVISION
GOALS AND OBJECTIVES
SPFY 2020**

GOAL 1: To establish and implement a monitoring oversight process to guarantee the proper issuance of exempt formulas and WIC-eligible nutritionals to participants.			
OBJECTIVE: To implement the monitoring instrument developed in accordance with the procedures to properly issue exempt formulas and WIC-eligible nutritionals to WIC participants.			
SPECIFIC ACTIVITY OR TASK	RESPONSIBLE STAFF	STARTING-ENDING DATE MONTH/YEAR	COMMENTS
Evaluate the issuance of exempt formulas and WIC-eligible nutritionals of participants with a qualifying medical condition as established in the Policy and Procedure 10.01- <i>Monitoring of the Prescription and Issuance of Exempt Formulas and WIC-Eligible Nutritionals.</i>	Monitoring and Audits Division Nutrition Services Division	October 2019 - September 2020	

GOAL 2: To continue an ongoing monitoring plan to guarantee compliance with procedures of offering services to participants in the local clinics in accordance with the Federal standards for nutrition services.			
OBJECTIVE: To conduct the required monitoring process of clinics within the establish schedule for each fiscal year.			
SPECIFIC ACTIVIY OR TASK	RESPONSIBLE STAFF	STARTING-ENDING DATE MONTH/YEAR	COMMENTS
Establish a detailed timetable to conduct monitoring reviews.	Monitoring and Audits Division Regional Nutrition Supervisors	October 2019 - September 2020	

GOAL 3: To establish and implement a monitoring process to guarantee the separation of duties in the certification of participants in the local clinic.			
OBJECTIVE: To develop and implement a plan to monitor the separation of duties in accordance with the Policy & Procedure 3.02.			
SPECIFIC ACTIVITY OR TASK	RESPONSIBLE STAFF	STARTING-ENDING DATE MONTH/YEAR	COMMENTS
a. Evaluate the certification process of participants as established in the Policy & Procedure 3.02- <i>Separation of Duties</i> .	Monitoring and Audits Division Regional Nutrition Supervisors	October 2019 - September 2020	
b. Revise, as needed, the procedure for the implementation of the plan.	Monitoring Official in Nutrition and Breastfeeding		