

ATTESTATION STATEMENT

Contract Number HSMV-0255-19

In accordance with Section VI., Part B, of the Memorandum of Understanding between **Department of Highway Safety and Motor Vehicles** and Leon County Clerk of Courts (Requesting Party), this MOU is contingent upon the Requesting Party having appropriate internal controls in place to ensure that data provided/received pursuant to this MOU is protected from unauthorized access, distribution, use, modification, or disclosure. The Requesting Party must submit an Attestation Statement from their Agency's Internal Auditor, Inspector General, Risk Management IT Security Professional, or a currently licensed Certified Public Accountant, on or before the third and sixth anniversary of the agreement or within 180 days from receipt of an Attestation review request from the Providing Agency. The Attestation Statement shall indicate that the internal controls over personal data have been evaluated and are adequate to protect the personal data from unauthorized access, distribution, use, modification, or disclosure. The Attestation Statement shall also certify that any and all deficiencies/issues found during the review have been corrected and measures enacted to prevent recurrence. The Providing Agency may extend the time for submission of the Attestation Statement upon written request by the Requesting Party for good cause shown by the Requesting Party.

Leon County Clerk of Courts (Requesting Agency) hereby attests that the Requesting Party's controls were evaluated as required in Section VI. Part B of the MOU and the controls are adequate to protect personal data from unauthorized access, distribution, use, modification or disclosure, but it **is not** in full compliance with requirements of the contractual agreement HSMV-0255-19 because Quarterly Quality Control Reviews were **not performed** for the first and second quarters of 2021, and the Quality Control Review performed for the third quarter of 2021, **was not** performed within 10 days after the end of the quarter as stipulated in the MOU. However, the Leon County Clerk of Court's Office retroactively performed the referenced Quarterly Quality Control Reviews in October and November of 2021.

The above evaluation was conducted by Requesting Party's Internal Auditor; Inspector General; Risk Management IT Security Professional; Currently licensed Certified Public Accountant, identified below as the Auditor.

 Signature of Authorized Official or
 Delegated Official with letter of Authority

Gwen Marshall Knight

 Printed Name

Clerk of the Circuit Court and Comptroller Leon County

 Title

 Date



 Signature of Auditor

Luis E. Camejo, CIA

 Printed Name

Internal Audit Manager

 Title

11/30/2021

 Date