NGO Financial Controls Checklist

OMWENA demo resource - generic guidance, not professional advice.

[ ] Two people approve every payment

[ ] The person who records is not the person who pays

[ ] Bank reconciliations every month, reviewed

[ ] Receipts kept for every expense

[ ] Petty cash has a limit and a weekly count

[ ] Assets register kept up to date

[ ] Budget versus actual reviewed monthly

[ ] Annual external audit or independent review