



STATE OF WISCONSIN
Department of Employee Trust Funds
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Correspondence Memorandum

Date: September 22, 2025
To: Audit Committee
From: Yikchau Sze, Director
Office of Internal Audit
Subject: Audit Committee Charter Review and Approval

Staff recommends the Audit Committee approve the attached committee charter and submit it to the Employee Trust Funds (ETF) Board for approval.

As required by the Audit Committee Charter, the Audit Committee shall annually review and assess the adequacy of the Charter. The purpose of the review is to determine whether changes to the Charter should be recommended to the ETF Board in December.

Two types of changes are being proposed to the current Charter:

- Edits to improve readability, including font changes and removal of redundant information in the title.
- Deletion to eliminate requirement not aligned with the Global Internal Audit Standards

A copy of the current Charter with the proposed changes is attached for your review.

Staff will be at the Committee meeting to answer any questions.

Attachment A: [Current Audit Committee Charter with tracked changes](#)

Board	Mtg Date	Item #
AUD	10.02.25	3A