IT Administrative Controls
Week 6
The new CIO of a company has asked you to help her organize her IT organization. You have already done everything we have covered in class to date. What do you know?
The new CIO of a company has asked you to help her organize her IT organization. You have already done everything we have covered in class to date. What do you know?

- Business strategy
- Role of IT
- IT principles
- Strategy committee
- Enterprise architecture
- Steering team
- Long term plan
- Approved projects
Organizing an IT Function

What functions are critical to an IT organization? Would you organize around them?

- Operations
- Application Development
- Architecture
- Program Management Office
- Security
- Compliance/Quality
- Finance
- Relationship management
Basic Administrative Control

- IT standards, policies and procedures
- IT budget
- IT asset controls
- IT personnel management controls
- IT purchasing controls
- IT office administration controls
- Monitoring and review controls
- IT administration performance measures.
IT Budgets

• Top Down vs. Bottom Up
• Planned vs. Actual
  – (Re-forecast or Prior Year)
• Capital vs Expense
## Example Budget

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<tr>
<th>Cost Elements</th>
<th>Act. Costs</th>
<th>Plan Costs</th>
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<td>7032700 Salary State Unem.</td>
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IT Personnel Controls

- Screening
- Employment contracts and job descriptions
- Supervision
- Segregation of duties
- Rotation of duties
- Vacation
- Professional code adoption
Segregation of Duties

• What is it and why is it important?
• Why is it important to:
  – IT vs. User Departments
  – DBA’s vs. the rest of IT
  – Application Development vs Application Maintenance
  – Application Development vs DBA’s & IT Operations
  – Security vs the rest of IT