**Case exercise IT-related audit**

The ministry of Economics in country X recently decided to implement a new IT-system aimed at streamlining and automating all the processes related to Human Resource management (SAP-HR). Until now these processes (payroll, employee administration, time management, travel management, legal reporting) were performed by the HR-department of the ministry in a partly automated way, disconnected from each other. In this setting it was very difficult to combine information and/or relate HR-activities with each other. With the new system all this discomfort should be a thing of the past.

The new SAP-HR system should be up and running on July 1st 2018. To achieve this objective a project-team has been assembled with a project manager, employees from the IT-department and an external SAP-advisor. The Secretary General (SG) of the ministry asks the audit-department to perform an audit on the implementation-process of the new system. The SG expressed that the audit department should not only focus on the project itself (is the project in control?) but also give independent and objective assurance and advice on all the intended steps the project-team wants to take (will we achieve the intended objective and really have a reliable, safe and secure SAP-HR system on July 1st?). In addition, the audit department should also be an extra assurance-provider towards (project-) management to make them aware of unforeseen risks. The SG stresses that it is important that the transfer to the new system will be seamless…without a glitch…..without interruption of ongoing HR-processes.

The project of implementation foresees the following stages:

1. Assessing current situation;
2. Change management plan (+continuity-plan);
3. Executing test-phase;
4. Transfer moment: going live on July 1st.

The audit team consists of 4 persons: 1 team leader, 1 performance-auditor, 1 financial auditor, 1 IT-auditor.

**Task:**

Describe the main ingredients for your audit program:

1. What would be the key-objectives of the project? What risks do you see?
2. What would/could be the audit objective?
3. What would/could be the Audit Scope?
4. What will be the general approach for the audit? Techniques? References?
5. What will be the planning and reporting arrangements?