

**FOLLOW - UP AUDITS - PROGRESS REPORT FOR OUTSTANDING ACTIVITIES FOR THE PERIOD OCTOBER TO
DECEMBER 2019**

APPENDIX C

The table below provides details of the results of follow-up audits where original audit recommendations/weaknesses have not been implemented:

AREA	ORIGINAL RISK CATEGORY	DESCRIPTION OF WEAKNESS	FINDINGS
COMMERCIAL			
Backup and Retention	High	Non-work related data and private photographs stored within drives.	Confirmed that the Agreed Action had not been implemented, although it is the intention of the SRS ISO to discuss with the SRS Communications Officer about issuing monthly communications to all users regarding their responsibilities of the type of data that can be stored and will: - Schedule file search audits looking for this information across the network drives of all users. - Ensure the Partner ISO will review and report back to SRS ISO for action.
Backup and Retention	High	The failure to undertake regular audits as specified within the Information Backup and Storage Policy.	Confirmed that regular audits have not been undertaken and are yet to be scheduled. A meeting is to be arranged by the relevant officers to discuss implementation timetables, etc. for the audits.
Backup and Retention	High	Areas throughout the Authority were retaining documentation for longer than stated within the Record Retention and Disposal Policy.	It was confirmed that checks were not being undertaken by the Section to ensure that areas are complying with the Record Retention and Disposal Policy.