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Office of Management and Compliance Audits

**SUBJECT: ADMINISTRATIVE OFFICES NETWORK AND INFORMATION
SECURITY AUDITS - HUMAN RESOURCES**

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

**LINK TO STRATEGIC
FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

This audit concludes that commendable efforts are being made to secure the information handled by the department; however, improvements can be made in specific areas. Some of the areas where improvement was needed included a formal written departmental disaster recovery plan for restoration/recovery of legacy data in the case of catastrophic loss; data back-ups of important source document and information that were kept on-site instead of being sent to a remote location, and environmental conditions and support systems in the Human Resources server room which were less than optimal. It should be noted that the administration has corrected or is in the process of correcting all the issues we brought to its attention. Other network security issues not disclosed in this report to avoid compromising department data and IT resources were discussed with the Human Resources administration.

The School Board Audit Committee reviewed this report at its December 7, 2010 meeting and recommended transmitting it to the School Board.

Copies of this report were previously distributed and placed on file in the Office of the Recording Secretary to the School Board and in the Citizen Information Center. Additional copies will be provided upon request.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, receive and file the Administrative Offices Network and Information Security Audits - Human Resources.