INTERNAL
AUDIT TEAM

Appendix 1 - 2020-21 RIAT Plan – Ottawa-Carleton DSB

Status	Audit & Scope	Schedule
Continuation	**Cyber Security Review** This engagement is in alignment with the board's Strategic Enterprise Risk Management (SERM) Corporate Risk Profile which identified risks and opportunities under "Culture of Innovation". More specifically to "identify and effectively respond to network security threats". This engagement also aligns with the Region-Wide Strategic Risk Assessment which identified Cybersecurity as both a risk and an opportunity to promote the School Boards ability to safeguard IT systems to protect information and avoid service disruption. An in-person/virtual workshop with all Ontario East School Boards Information Technology leads, took place October 8th & 9th. The goal of the workshop was to identify business drivers and critical assets, and perform an IT risk assessment. The output is a matrix that will provide the school board with a priority list of top framework content to implement.	October 8th & 9th, 2020
Cyclical	**Follow-up Procedures** This is a recurring item on RIAT's annual plan. RIAT continues to follow-up on the remaining recommendation, as they come due.	Ongoing
As needed	**Management Request Engagement** To cover any important items that may be required during the school year.	If Requested

New	**Covid Response Review**	TBD
	Purpose:	
	Reflect on response to Covid to-date and integrate the lessons learned to improve the emergency preparedness / crisis management process.	
	It is a way to collectively learn quickly from an event and integrate improvements to generate better outcomes in the short, medium and long term.	
	Utilize real-time improvements to response planning, processes and workflows.	
	Timing	
	It can be done at any point in time and implemented as readily as needed.	
	Can be done in as little as a week up to a month, depending on Management's availability and ability to provide documentation in a timely manner.	
	Methodology:	
	- Kick-off meeting: - Define objectives - List documentation that should be available - Determine survey participants and workshop attendees - Gather relevant documentation relevant to the Covid 19 response (minutes, charts, communications). - Survey staff involved in response planning and implementation - Workshop (2h) with Board leaders to ID the following in regards to the plan: - Preparation - Response - Activation - Reports with recommendations/action plan prioritized	
	Background	
	- Pilot for region-wide engagement. - Co-sourced with MNP for OCDSB - Ability to benchmark with comparable tier DSB as working with other regions	

New	**Educational Assistant Deployment Engagement**	TBD
	This engagement is in alignment with the board's Strategic Enterprise Risk Management (SERM) Corporate Risk Profile which identified staff well-being, under Culture of Caring, as one of the top threats in the portfolio. This engagement also aligns with the Region-Wide Strategic Risk Assessment which identified student and staff health and safety as a priority. More specifically, the presence of appropriate controls and capabilities to best ensure student and staff well being and safety. The scope is to provide Management with a current assessment of the deployment of Educational Assistants and challenges faced relating to an increase in student aggression and challenging behaviours.	