Title: IT Governance Assessment

1. Objective

- To complete an assessment of the current IT Governance situation and the associated needs.

2. Scope of Work

- Establish project charter including project stakeholders
- Develop project plan
- Execute scope of agreed assessment
- Deliver assessment report

3. Deliverables

- Project charter
- Project plan
- Project progress reports
- Final assessment report

4. Method

- Agree assessment scope and framework with client
- Establish assessment team
- Gather data based on documentation and interviews
- Analyse data and prepare report
- Present final assessment report to client management

5. Roles

- Project sponsor
- Project manager
- Assessment consultant

6. Toolset

- Depending on the client and project objectives, the assessment tools will be based on one or more of the following options:
    - COBIT® 4 or 5
    - ISO38500
    - King III Code

Document author: Dr P Tobin

Document creation date: 15 March 2013

Document version number: ITGA.03