

TO: CITY MANAGER 2003 July 28
FROM: DIRECTOR FINANCE File: H90-1-3
SUBJECT: EXTERNAL TRAINING AND CONFERENCE AUTHORIZATION
PURPOSE: To request Council approval for training and conference expenditures.

RECOMMENDATION:

1. **THAT** Council approve expenditures not to exceed \$4, 200 Cdn for the Senior Internal Auditor to take a comprehensive course on performing information technology audits.

REPORT

The complexity and highly technical nature of information systems dictates an ongoing need to update and reinforce skills in many disciplines, including internal audit.

The *Information Systems Audit and Control Association (ISACA)* is conducting a series of courses in Orange County, California in late October this year. The course entitled *Practical Methods to Perform IT Audits* is being presented in the series. The course is intended for auditors that are advanced in the field of information technology with specific emphasis on areas of highest risk to organizations using networked technology. Particular focus is placed on :

- auditing internet operations and functionality
- auditing the network
- change management/quality assurance
- data security administration
- auditing decentralized processing centres

The City and our audit department would benefit greatly by having this level of knowledge "in-house". The registration fee is \$1,695US, with airfare and accommodation costs it is estimated that the total for the five day course will not exceed \$4,200.00Cdn. Council approval is required for staff training and conference expenditures that are estimated to be in excess of \$2,500.



Rick Earle
DIRECTOR FINANCE