|  |  |
| --- | --- |
|  |  |

**To: Audit & Risk Committee**

**From: National Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**User Access Controls Assurance Statement**

**ARC meeting**

**September 2021**

As National Director for [ ], I confirm that the following critical IT systems fall under my remit:

|  |  |  |
| --- | --- | --- |
| **Application/System Name[[1]](#footnote-1)** | **Business Owner** | **National Director** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

I confirm that I have obtained assurance[[2]](#footnote-2) from business owners that user access control guidelines have been implemented for all (or the following) systems under my remit and that:

* Only valid users are permitted and setup to use the following IT systems in my area of responsibility.
* The correct permissions have been assigned to the valid users to use the IT systems in my area of responsibility.

|  |  |  |  |
| --- | --- | --- | --- |
| **Application/System Name** | **Business Owner** | **National Director** | **Assurance Received** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

There are a number of systems where assurance provision is in progress. These are listed below along with the due date I have set with Business Owners for the provision of assurance to me.

|  |  |  |
| --- | --- | --- |
| **Application/System Name** | **Business Owner** | **Due Date for Assurance** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Please see Appendix attached for IT Systems List

1. See attached list of critical IT Systems [↑](#footnote-ref-1)
2. Where you have not obtained assurance for all systems, please list overleaf the systems for which assurance is still in progress and state the due date by which provision of assurance. [↑](#footnote-ref-2)