

Executive Summary

Overview

This document provides a high-level summary of audit findings and associated recommendations. The matrix below outlines identified issues, their risk ratings, recommendations for remediation, assigned responsibilities, and timeline for implementation.

Audit Recommendation Matrix

Audit Finding	Risk Level	Recommendation	Responsible Party	Target Date	Status
Lack of access controls on sensitive data	High	Implement role-based access and periodic reviews	IT Department	2024-08-31	In Progress
Outdated software versions	Medium	Upgrade to supported versions and apply patches	IT Department	2024-09-15	Planned
Incomplete documentation of processes	Low	Standardize and update process documentation	Operations Manager	2024-10-10	Planned

Conclusion

Timely implementation of these recommendations is crucial to improve control effectiveness, mitigate risks, and enhance overall organizational governance.

Important Notes

- This matrix should be updated regularly to reflect current status of each audit recommendation.
- Clear assignment of responsibilities and due dates ensures accountability for remediation actions.
- Risk ratings help prioritize efforts and resource allocation.
- Status tracking supports transparent progress monitoring for stakeholders.