



**ITEM ID:** 2025-147-0

**TRANSMITTAL DATE:** March 7, 2025

**MEETING DATE:** March 14, 2025

**TO:** Audit and Finance Committee

**FROM:** Elisabeth Lazuardi, Director, Audit

**SUBJECT:** Performance Audit: Deactivation of Badges for Employees, Board members, and IDTS contractors (2025-05-IA)

**Issue**

The Internal Audit Department (Internal Audit) completed the Performance Audit: Deactivation of Badges for Employees, Board members and Integrated Digital and Technology Services (IDTS) Contractors (2025-05-IA).

**Recommendation**

Receive and file.

**Strategic Commitment**

This report aligns with the Strategic Business Plan commitment of:

- **Modernizing Business Practices:** We will improve our operational efficiency through transparency, objective metrics and streamlined governance, reducing over-reliance on subsidy while bringing our system into a state of good repair and investing in the development of our employees. Through the audit of badges deactivation process, improvement will be implemented through corrective actions addressing areas of secure access control deficiencies.

**Background**

This audit was included in the *FY 2025 Internal Audit Annual Plan* approved by the Board of Directors on July 26, 2024.

## **Discussion**

The objective of the audit was to evaluate the effectiveness of the Agency's badge deactivation policies and procedures for secure access control for employees, board members, and IDTS contractors.

There were three (3) findings and three (3) recommendations in the audit report. Management agreed with the findings and developed corrective actions.

## **Next Steps**

Internal Audit will track the progress of the corrective actions developed by management.

Prepared by: Claudia Casasola, Auditor II

Approved by: Elisabeth Lazuardi, Director, Audit

## **Attachment(s)**

[Attachment A - Final Report 2025-05-IA Deactivation of Employee Badges](#)