

### Audit Recommendations current at 19 February 2010

Recommendations	Responsibility	Implementation Date	Comments
<b><u>RETURNING OFFICER'S EXPENSES ACCOUNT 2007/08 NIAO Report</u></b>			
EONI should ensure that election accounts are closed within twelve months of the date of the election.	HoCs/ Finance Officer	A target of closing the 2009 European Election Account by 31 December 2009 has been set	Not achieved. All outstanding invoices to be paid and excess funds surrendered to the Consolidated Fund by end of February 2010.
<b><u>INFORMATION SYSTEMS 2008/09 AUDIT REPORT</u></b>			
Business Continuity Plan (including IT Disaster Recovery Plan) should be maintained and tested on a regular basis to ensure that it remains current.	Assistant Chief Electoral Officer (Elections) to ensure that tests take place on a regular basis and that results are satisfactory	Tests to be undertaken within 6 weeks of completion of the IT refresh work and at a minimum of 6 monthly intervals thereafter	Tests undertaken in September 2009 by EONI Systems Security Officer and Business Scientific Services (BSS). Testing of IT Disaster Recovery Plan postponed until April 2010. Awaiting line upgrade to Disaster Recovery site at Newtownabbey which is scheduled for end of March 2010.
<b><u>OTHER INFORMATION SYSTEMS 2008/09 AUDIT REPORT</u></b>			
CEO continues to discuss the recharging mechanism for District Councils with NIO with a view to reaching an expedient resolution.	Chief Electoral Officer	Ongoing until NIO act	Reminders of the need to take action on a regular basis
<b><u>PAYROLL AND TRAVEL EXPENSES 2009/10 AUDIT REPORT</u></b>			
Management should give further consideration to the introduction of an electronic attendance system for the purposes of administrative efficiency. EONI should identify the risks associated with the introduction of such a system including the necessary operational and monitoring processes to be implemented to ensure that they are fit for purpose.	Head of Corporate Services	Prior to any decision to introduce an electronic attendance system	Before any change takes place a business case will have to be prepared by Head of Corporate Services for consideration by the Board.
<b><u>CORPORATE GOVERNANCE 2009/10 AUDIT REPORT</u></b>			
As part of the development of the new customer charter management establish SMART performance standards.	Information Officer	31 December 2010	A new Customer Charter will be developed during the transition from Charter Mark to Customer Service Excellence in 2010.
Each of the performance standards are to be formally monitored and results reported to the Management Board on a quarterly basis.	Information Officer	4 January 2010	In the interim, all measurable standards in the current Charter are monitored and results will be reported to the Board on a quarterly basis, commencing April 2010. Any standards which are not measurable will be removed from the Charter.