OVERBERG

DISTRICT MUNICIPALITY

ICT Performance Plan

2019 – 2022

Task	Period	Official Responsible	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Software licenses assessment	Annually	System Administrator	X	X	X	X	X	X	X	X	X	X		X
Backup logs	Daily	System Administrator												
Fingerprint and backup logs	Monthly	System Administrator												
Printer usage report	Monthly	System Administrator												
Service provider Performance Evaluations	Bi-annually	Delegated Authority		X	X	X	X	X		X	X	X	X	X
Risk register review	Quarterly	Delegated Authority	X	X		X	X		X	X		X	X	
Revise Standard Changes (Annexure B)	Annually	Delegated Authority	X	X	X	X	X	X	X	X	X	X		X
Validate controls for standard changes	Bi-annually	Delegated Authority	X	X		X	X	X	X	X		X	X	X
Sign change control register	Quarterly	Delegated Authority	X	X		X	X		X	X		X	X	
Administrator activities signoff	Monthly	Delegated Authority												
Review ICT Policies	Annually	Delegated Authority	X	X	X	X	X	X	X	X	X	X	X	X
Verify users are natural persons	Bi-annually	Delegated Authority	X	X	X	X		X	X	X	X	X	X	X
Review ICT Strategic Plan	Annually	ICT Steering Committee	X	X	X	X	X	X	X	X	X	X	X	X