

**Software Audit –
Parks, Recreation and
Neighborhood Services**

Report No. CAO 2803-1314-06

April 23, 2014

City Software Asset Management - Parks, Recreation and Neighborhood Services

**City Software Asset Management is a
two part operation:**

- Prevent Installation of Unauthorized Software**
- Have and Maintain Control Over Authorized Business Software**

Scope

- **Performed data mining unauthorized software installed on computers assigned to Parks, Recreation and Neighborhood Services personnel.**
- **Work on internal controls was limited to controls to identify violation of established software policies and procedures.**

Findings

- 1. Twenty-seven Non-Business Software Programs were found on 31 computers in the Parks, Recreation and Neighborhood Services.
STATUS: Complete**
- 2. Seven Unauthorized Business Software Programs were found.**
 - IT is currently working to procure new software that will augment its existing tools for discovery and accounting of licenses.**

Findings (continued)

3. **Seven shareware/freeware programs were found which lacked IT authorization.**
 - **IT is implementing the change with the rollout of new computers and software. IT anticipates completion of the new policy during the first quarter of 2014.**
 - **IT created IT153 Windows Local Administrator Privilege Policy addressing this issue.**

Status: Incomplete

Questions

City Auditor's Office:

Radford Snelding, City Auditor

Philip Marmurowski, Internal Auditor II

Parks, Recreation and Neighborhood Services:

Stephen Harsin, Director

Information Technologies:

Joseph Marcella, Director

Steven Martin, Manager