

Audit Records Management

Please state Name of Organisation	
Are you a Department/Non-Ministerial Department/Agency/NDPB?	

1. Does your Internal Audit Function have and use its own Internal Audit Records Management Policy?

Yes	No

If so, it would be very helpful if you would forward a copy to us together with this completed survey.

2. Do you use a Corporate Electronic Records Management system?

Yes	No

3. Do you use an IT Automated package such as Galileo?

Yes, if so please specify	No

4. Are you happy with Audit Records Management within your Internal Audit Function?

Yes	No

5. Would you be prepared to discuss your Audit Records Management approach with a member of ACR as part of this research?

Yes	No

If yes, please would you provide the contact details (ideally an email address) for the person that you would like us to contact.

Name of Person and Contact details:

Many thanks for your time in completing this survey

If you have any questions regarding this survey please contact Karen Parsons in ACR on 020 7270 5687 or <mailto:karen.parsons@hm-treasury.gov.uk>

Please return this completed survey to Karen Parsons by 19 August
<mailto:karen.parsons@hm-treasury.gov.uk>, or Assurance, Control and Risk Team, HM Treasury, 1 Horse Guards Road, London, SW1A 2HQ. Fax: 020 7270 7567