



Auditing for a Better Oregon

March 21, 2002

The Honorable Wallace P. Carson, Jr.
Chief Justice of the Supreme Court of Oregon
Supreme Court Building
1163 State Street
Salem, OR 97301-2563

Dear Chief Justice Carson:

As a result of our review of the Department of Administrative Services Information Resources Management Division (Report No. 2001-33), the Secretary of State started a review of statewide system development. Your agency was one of six selected for follow-up work relating to System Development Life Cycle (SDLC) methodologies. We will be issuing a formal report to the Department of Administrative Services outlining the results of this review.

During the audit we interviewed agency staff and reviewed applicable policies, procedures, and guidelines. We limited our review to evaluating agencies' formal policies and procedures governing system development and maintenance.

As a result of our work, we concluded that Oregon Judicial Department's policies and procedures governing system development and maintenance were not sufficient or adequate. Specifically, we noted that department management has not implemented formal policies or procedures governing those activities. Furthermore, we noted that access to the department's program libraries were not appropriately restricted or controlled.

Many potential risks arise when adequate system development policies and procedures are not used when developing or maintaining computer-based systems. The first and most devastating risk is that the completed or modified system may not meet the users' business needs, requirements, and expectations. The above conditions also increase the risk that unauthorized changes could be made that would compromise the system or data.

We recommend that Oregon Judicial Department management improve its control over system development and maintenance by:

- Implementing formal and comprehensive policies and procedures for system development and maintenance activities at the agency.

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- Further restrict access to program libraries to ensure that no one person could subvert a critical process or introduce unauthorized code.

We appreciate the courtesies and cooperation extended by the officials and employees of the Oregon Judicial Department during the course of our review. Should you have any questions, please contact me at (503) 986-2272.

Sincerely,
OREGON AUDITS DIVISION

Neal E. Weatherspoon, CPA, CISA
Audit Administrator

Fieldwork Completion Date:
August 15, 2001

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c: Mike Greenfield, Director, Department of Administrative Services
Carl Ward, OJD ITD Director
Jerl Cate, OJD Internal Audits Director