



INFORMATION | **SIGMA**
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CASE STUDY



Office of the Auditor General

Security Classification Review

December 2020 to February 2021

SNAPSHOT

Customer

Office of the Auditor General (OAG)

Industry

WA State Government

Overview

Security Classification review, creation and implementation

Objectives

- Creation of a new Security Classification
- Application of new Security Classification to existing Records Classification
- Train staff in new Security Classifications and provide refresher training for current platform

Services Provided

- Consultation services
- Onsite customised End User training

The Client

The Office of the Auditor General is a Western Australian State Government Department. The Auditor General's role is to audit the finances and activities of Western Australian State and local government entities, and report their findings to Parliament.

The Background

In order to ensure the security of records, the Office of the Auditor General requested assistance in updating the Security Classifications and the development of At Risk Reporting Statistics to provide a regular overview of at risk areas in information management at the department.

The Challenge

Due to the highly classified nature of records at the OAG, the updated Security Classification required multiple levels to ensure records were only visible to those required to see them. In addition, the ability to map the Security Classification to the Records Classification would allow for ease in applying security to created records for OAG staff.

The Information Proficiency Solution

In order to ensure that the Security Classification would be future proofed, the Classification was developed to ensure full coverage of the range of security levels required and would be mapped against the Records Classification to ensure ease of compliance. Rather than simply provide the new Security Classification, Information Proficiency provided support to map the Security Classification to the Records Classification and staff to assist in training end users in the new Security Classification while also providing quality End User training as a refresher for staff using the EDRMS.

Business Benefits

The Office of the Auditor General now has a Security Classification that is integrated within their EDRMS, which automatically applies the appropriate security to records during creation. This allows end users to be confident that their records are secure and all OAG records have the appropriate security applied which supports risk mitigation within the Office of the Auditor General.

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