

Self-Assessment and Self-Audit Report

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Subject: Information Security and Audit Assurance

Task: Simulation Exercise

Introduction

This document serves as a self-assessment and self-audit of my performance in the role of an Election Commissioner during a simulation exercise in the Information Security and Audit Assurance subject. The purpose of this report is to reflect upon the tasks assigned, actions taken, and to evaluate the outcomes in relation to the expected roles and responsibilities.

Assigned Roles and Responsibilities

As an Election Commissioner, my primary responsibilities were to identify logistical and infrastructure requirements, oversee provisioning and budgeting, engage with stakeholders, prepare strategic and emergency response plans, and evaluate the need for re-polls where necessary. The tasks encompassed a broad spectrum of activities crucial for the smooth conduct of elections.

Execution of Tasks

During the initial phase, my focus was on understanding the policies, terms, and the overall flow of the election process. However, as the simulation progressed, I observed a need for stronger coordination and management within the group. To ensure the team's performance, I assumed the role of a manager and documenter, facilitating the preparation of IT infrastructure documents, risk assessment, business continuity plans, and the formation of response teams, among others.

Reflective Assessment

Upon reflection, I recognize that my initial hesitation to lead, spurred by peer feedback, may have influenced my decision to step back from a leadership position. In hindsight, I believe my capabilities as a leader could have contributed more effectively to the team's goals. Despite this, my subsequent contributions were aimed at bolstering team performance and ensuring that all documentation and management tasks were executed efficiently.

Conclusion

In conclusion, while I deviated from my original role, I adapted to the team's needs and provided support where it was most required. The experience was a valuable learning opportunity, underscoring the importance of leadership and the flexibility to adapt to dynamic situations.