**JUDUL   
*PO7 Manage IT Human Resource, AI2 Acquire and Maintain Application Software, AI3 Acquire and Maintain Technology Infrastructure***

**CV.Adil Komputer**

**DIAJUKAN OLEH :**

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**BAB III**

**PENYUSUNAN KERTAS KERJA AUDIT (KKA)**

* 1. **Domain**

|  |  |  |  |
| --- | --- | --- | --- |
| No | Nama Domain | Nama Control Objective | Tujuan |
| 1 | PO7: *Manage IT Human Resource* | PO7.1: *personel recruitment and retention* | Mengetahui proses rekrutmen pegawai IT yang disesuaikan dengan kebijakan dan prosedur perusahaan. |
| 2 | AI2: *Acquire and Maintain Application Software* | AI2.1: *High-level Design* | Untuk mengubah kebutuhan bisnis menjadi desain spesifik untuk kebutuhan perangkat lunak yang sesuai dengan tujuan teknologi dan arsitektur informasi sehingga mempermudah proses bisnis yang ada. |
| 3 | AI3: *Acquire and Maintain Technology Infrastructure* | AI3.1: *Technological Infrastructure Acquisition Plan* |  |

**3.2 Pengumpulan Data Audit**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Nama Domain/Control Objective termasuk kodenya | Teknik Pengambilan Data | Nomor Form | Responden |
| 1 | PO7.1Personnel Recruitment and Retention | Kuisioner | F.01/PO7.1 | Karyawan administrasi |
| wawancara | W.01/PO7.1 | Penasehat umum, kepala administrasi, kepala teknisi |
| 2 | AI2.1 High-level Design | wawancara | W.02/AI2.1 | Penasehat Umum, Kepala administrasi, kepala teknisi, kepala marketing, karyawan teknisi |
| 3 | AI3.1: Technological Infrastructure Acquisition Plan | kuisioner | F.02/AI3.1 | Karyawan teknisi |
| wawancara | W.03/AI3.1 | Direktur utama, penasehat umum, kepala administrasi, kepala teknisi, kepala marketing |

**3.3 Form-form pengambilan data**

FORM : F.01/PO7.1

CO : PO 07Manage IT Human Resources

DETAIL-CO : PO 07.01 Personnel Recruitment and Retention

TEKNIK : QUISIONER

RESPONDEN : Karyawan administrasi

Pertanyaan/Pernyataan Kuisioner

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| No | Pertanyaan | Bobot | | | | |
| 1 | 2 | 3 | 4 | 5 |
| 1 | Seberapa detail anda mengetahui tentang proses rekrutmen pegawai IT? |  |  |  |  |  |
| 2 | Seberapa penting kebijakan perusahaan pada proses rekrutmen pegawai IT? |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |

FORM : F.02/AI3.1

CO : AI 3 Acquire and Maintain Technology Infrastructure

DETAIL-CO : AI 03.01 Technological Infrastructure Acquisition Plan

TEKNIK : QUISIONER

RESPONDEN : Karyawan teknisi

Pertanyaan/Pernyataan Kuisioner

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| No | Pertanyaan | Bobot | | | | |
| 1 | 2 | 3 | 4 | 5 |
| 1 | Seberapa banyak anda mengetahui tentang kebutuhan infrastruktur pada perusahaan? |  |  |  |  |  |
| 2 | Seberapa penting hasil diskusi yang dilakukan oleh jajaran atas? |  |  |  |  |  |
| 3 | Seberapa detail anda mengetahui tentang rincian strategi dan rencana pemeliharaan infrastruktur |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |

FORM : W.01PO.7.1

CO : PO 07Manage IT Human Resources

DETAIL-CO : PO 07.01 Personnel Recruitment and Retention

TEKNIK : WAWANCARA

RESPONDEN : DIREKTUR,PENASEHAT UMUM, KEPALA ADMINISTRASI,KEPALA TEKNISI

|  |  |  |
| --- | --- | --- |
| No | PERTANYAAN | JAWABAN |
| 1 |  |  |