ISWC Audit - Workshop 2 - Documentations and infrastructure

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Technical Execution

Context

This meeting was the second workshop of the ISWC audit focused on documentation and infrastructure review. The session aimed to provide the audit team with necessary access rights and technical understanding of the system architecture.

Participants Present:

- Guillaume Jay - Audit team member (Teragone Factory)
- Mark Stadler - Developer representative, initially developed the Cisac system
- Bastien Gallay - Audit team member (Teragone Factory)
- LEBREUILLY Yann - Cisac representative
- Xiyuan Zeng - Infrastructure architect

Participants Not Present:

- Curnan - Unable to join, Mark Stadler standing in

Main Topics: Access rights provisioning, system architecture overview, documentation review, and infrastructure exploration for the technical audit of the ISWC system.

Progress updates

Xiyuan Zeng (Infrastructure Architect):

- ■ Azure portal access granted to audit team
- ■ Source code access - internal approval process ongoing, earliest availability early next week
- ■ Infrastructure documentation and architecture diagrams shared
- ■ Database access credentials creation in progress

Mark Stadler (Developer):

- ■ API Management portal subscription setup for audit team
- ■ Agency portal test account provisioning
- ■ Technical guidance provided on system components and development practices

Audit Team (Guillaume & Bastien):

- ■ Azure infrastructure exploration initiated
- ■ Documentation review commenced
- ■ API Management portal account registration completed, awaiting subscription access
- ■ Source code review delayed due to access approval process

Technical challenge discussion

■■ Source Code Access Delays:

- Problem: Internal approval procedures causing 25% audit duration loss
- Solution: Yann to escalate with John for expedited approval process

■■ Local Development Environment Complexity:

- Problem: System too complex for local setup within audit timeframe
- Solution: Focus on cloud-based exploration and code browsing rather than local execution

■■ Documentation Navigation Challenges:

- Problem: Extensive documentation with unclear versioning and relevance
- Solution: Start with agency portal and API management documentation as entry points

■■ System Architecture Complexity:

- Problem: Multiple interconnected Azure services requiring specialized knowledge
- Solution: Focus on ISWC-specific configurations rather than basic Azure service explanations

Priority adjustments

Based on current progress and access limitations, the following priority adjustments were made:

- **High Priority:** Expedite source code access approval process through management escalation
- **Medium Priority:** Focus on API Management portal and agency portal exploration as primary learning tools
- **Adjusted Priority:** Postpone tomorrow's workshop until source code access is available
- **New Priority:** Concentrate on most frequently modified components (APIs and Databricks)
- **Deferred Priority:** Local development environment setup deemed impractical for audit timeframe

Resource allocation

Additional Access Requirements:

- Database read access for Dev and UAT environments
- API Management portal subscriptions for all four API types
- Agency portal test accounts for UAT environment

Expertise Allocation:

- Infrastructure questions: Xiyuan Zeng availability confirmed
- Development questions: Mark Stadler and team availability arranged
- Specialized workshops: Shorter, focused meetings with relevant experts

Communication Protocol:

- Batch question approach preferred over individual queries
- Regular workshop scheduling every 1-2 days for continuous engagement

Quality assurance

Access Verification:

- Azure portal access confirmed and tested by audit team
- Documentation repository access validated with comprehensive file structure review
- API Management portal registration completed, pending subscription activation

Documentation Quality Assessment:

- Extensive documentation library confirmed as current versions despite older timestamps
- Architecture diagrams validated against current system configuration
- Backup policy documentation referenced for data protection verification

System Understanding Validation:

- Infrastructure mapping exercise completed between Azure resources and architecture diagram
- Component interaction flows explained and documented
- Development workflow and most active components identified for focused audit approach