GRC AUDIT TEMPLATE

redback operations

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## General Information

* Project Name:
* Audit Date:
* Auditor(s):
* Project Lead:
* Team Members Present:

## Project Overview

* Project Objectives:
* Current Phase:
* Key Milestones Achieved:
* Expected Outcomes:

## Compliance and Documentation

### Project Documentation:

* Is the project documentation up-to-date? [Yes/No]
* Are all necessary documents available? [Yes/No]
* Comments:

### Compliance with Company Policies:

* Is the project in compliance with Redback Operations' policies and procedures? [Yes/No]
* Any deviations noted? [Yes/No]
* Comments:

## Risk Management

### Risk Identification:

* Have risks been identified for the current phase? [Yes/No]
* Are the risks documented in a risk register? [Yes/No]
* Comments:

### Risk Mitigation:

* Are there adequate controls in place to mitigate identified risks? [Yes/No]
* Are there any unaddressed risks? [Yes/No]
* Comments:

## Cybersecurity and Data Management

### Security Protocols:

* Are security protocols being followed? [Yes/No]
* Have there been any security breaches? [Yes/No]
* Comments:

### Data Management:

* Is data storage in compliance with the company’s data management policies? [Yes/No]
* Is data anonymization being practiced? [Yes/No]
* Comments:

## Project Progress and Performance

### Milestones:

* Are the project milestones being met on time? [Yes/No]
* Any delays? [Yes/No]
* Comments:

### Budget and Resource Allocation:

* Is the project within the allocated budget? [Yes/No]
* Are resources being utilized effectively? [Yes/No]
* Comments:

### Quality of Deliverables:

* Are the deliverables meeting the required quality standards? [Yes/No]
* Comments:

## Team Collaboration and Communication

### Team Dynamics:

* Is the team functioning well together? [Yes/No]
* Any interpersonal issues? [Yes/No]
* Comments:

### Communication:

* Is there effective communication within the team and with stakeholders? [Yes/No]
* Comments:

## Innovation and Continuous Improvement

### Innovation:

* Is the project incorporating innovative approaches or technologies? [Yes/No]
* Comments:

### Continuous Improvement:

* Are there continuous improvement practices in place? [Yes/No]
* Comments:

## Final Assessment

### Overall Project Health:

* [Healthy/At Risk/Critical]

### Recommendations:

### Follow-Up Actions:

* [List any follow-up actions required]

### Next Audit Date: