SKILLS FRAMEWORK FOR INFOCOMM TECHNOLOGY
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT

TSC Category	Risk Management, Governance and Regulatory Compliance					
TSC Title	Audit and Compliance					
TSC Description	Develop compliance processes and audit strategy for the organisation to review adherence to statutory regulatory and standards. Assessment and enhancement of the thoroughness of compliance and/or governance processes and organisation's internal controls to align with changing compliance standards. This also includes the actual conduct and/or performance of audit activities					
TSC Proficiency Description	**Level 1**	**Level 2**	**Level 3**	**Level 4**	**Level 5**	**Level 6**
			ICT-SNA-3001-1.1	ICT-SNA-4001-1.1	ICT-SNA-5001-1.1	
			Conduct audits, analyse results and implement changes to address identified gaps	Develop and enhance compliance processes based on an evaluation of gaps in business and IT operations	Establish audit and compliance strategy and objectives for the organisation, ensuring robustness of internal controls are strengthened	
Knowledge			• Methodologies and tools for the conduct of audit activities • Interpretation and analysis of audit results • Identification of non-compliance • Internal and external compliance and regulatory guidelines	• Elements and considerations in development of compliance processes • Evolving statutory and regulatory standards • Application and relevance of external standards to organisation's context • Process gap analysis for business and IT operations	• Process and key considerations in audit and compliance strategy development • Emerging trends, approaches and industry best practices in internal audit and compliance • Impact of business priorities and external regulations on audit strategy • Root cause evaluation of non-compliance in business and IT processes	
Abilities			• Conduct audit activities in line with the organisation's compliance processes and guidelines, using appropriate methodologies and tools • Analyse audit results and highlight identified process gaps or key	• Develop compliance processes in accordance with the organisation's strategy and internal and external guidelines • Evaluate audit results to identify reasons for gaps or non-compliance in business and IT operations	• Establish audit and compliance strategy and objectives for the organisation, considering emerging trends, approaches and industry best practices • Oversee alignment of audit and compliance strategy with internal	

			instances of non-compliance • Propose improvements to existing compliance processes and measures to address major risks • Implement changes in the performance of audits in alignment with changes in internal compliance standards or external regulatory guidelines	• Recommend enhancements to compliance processes to strengthen the organisation's internal controls	business requirements and priorities as well as external regulations and standards • Evaluate root causes and potential organisational impact or risks of non-compliance so as to prioritise the areas that require further enhancement • Endorse enhancements to critical compliance processes, to improve the robustness of the organisation's internal controls	
Range of Application	For Data Protection-related programmes, please refer "Guide to Develop Training Courses for Data Protection Officer (DPO)", Personal Data Protection Commission (PDPC), http://www.pdpc.gov.sg/dp-competency [March 2020]					