



## **NATIONAL HOME MORTGAGE FINANCE CORPORATION**

### **Terms of Reference and Scope of Services Information Technology (IT) Audit Consultant**

#### **1. Rationale**

The procurement of competent IT Audit Consultant is highly valuable to the Corporation to help the Internal Audit Department particularly the Systems Audit Division to properly conduct and execute information technology audit process through learning effective and efficient IT audit process that is currently not available within the resources of the corporation. The services of the Consultant will help the Department/Division perform its functions with the adoption of best audit practices in information technology in order to align the IT System Audit Management process to our ongoing ISO 9001-2015 certification.

#### **2. Duration of Engagement**

A twelve (12) month engagement of one (1) Information Technology Audit Consultant is proposed. The engagement shall be rendered in the work station designated by the NHMFC Internal Auditor/ Systems Auditor. An extension may be negotiated between NHMFC and proposed IT Audit Consultant, subject to satisfactory results of his /her engagement and the NHMFC President's approval subject to the usual accounting and audit procedure.

#### **3. Work Scope and Deliverables**

The proposed consultant shall:

3.1 Provide assistance in the development of an IT audit plan to evaluate the information systems and information assets of NHMFC;

3.2 Provide training, coaching and mentoring to the Internal Audit Department personnel on effective and efficient IT Audit procedures, including IT audit processes and practices;

3.3 Provide assistance to evaluate the design and effectiveness of NHMFC's application systems, security controls and IT Infrastructure which includes hardware, software, network resources and services required for operation and management of an enterprise IT environment;

3.4 Provide assistance in the evaluation of NHMFC's IT processes and IT systems including the development of such, compliant to internal regulations (Office Orders) and government regulations, best practices (e.g. ITIL, ISO, COBIT), risks and controls;

3.5 Provide assistance in the use of data analysis techniques for the preparation of cost-benefit, return-on-investment and IT risk assessment reports;

3.6 Provide assistance in the performance analysis of information technology domains and to properly conduct/execute independent audits for effective and efficient information technology audit process so as to improve security and

