

Date Completed: _____
Auditor Initials: _____

IT INFORMATION SURVEY
TEAM: _____

The information requested below is necessary to document our understanding of the IT environment in which various financial applications are processed:

General Information:

1. Contractor: _____
2. Address: _____
3. Type of Company (i.e. Service or Manufacturing): _____
4. Total Sales for Last Completed Fiscal Year ____: Govt _____ Non-Govt _____
5. Percent of Govt Contract Mix: FFP _____ Cost Type _____ T&M _____
6. Point of Contact: _____ 7. Telephone No. _____

IT System Description:

1. Hardware Platform (i.e. PC's, LANs, Mainframe): _____
2. Manufacturer/Model No. _____ 3. No. of Users _____
4. Processing Environment (i.e. Centralized, Decentralized, Remote): _____
5. Accounting System Software: _____ 6. Version No. _____
7. Installation Date: _____ 8. Implementation Date: _____
9. Modules Installed (i.e. General Ledger, Billing, etc.): _____

10. Identify any add-on systems/modules purchased: _____
11. Available spreadsheet or database interface features: _____
12. Available querywriter or on-line inquiry/report writer features: _____