

Audit planning matrix

Ref	Factors	Explanations	Risk scores Low =1 High = 5
1	Residual risk rating (i.e. audit assurance/perception)	Results of previous audit reviews (e.g. identified problems)	1 to 5
2	Materiality:	Likely impact of something going wrong in a particular system or area	
2a)	<i>reputation/sensitivity:</i> <ul style="list-style-type: none"> • minimal impact on organisation's image • adverse internal criticism • adverse external criticism • public/media concern • public/media outrage 		1 2 3 4 5
2b)	<i>complexity of system/IT use, security, availability/data quality:</i> <ul style="list-style-type: none"> • simple/minimal/(data) unclassified • straightforward/infrequent/protect • complicated/occasional/restricted • complex/frequent/sensitive personal • very complex/considerable/restricted to CX and directors 		1 2 3 4 5
2c)	<i>finance - direct and indirect:</i> <ul style="list-style-type: none"> • nominal financial loss/cost • low financial loss/cost • medium financial loss/cost • high financial loss/cost • service or mission critical financial loss/cost 		1 2 3 4 5
2d)	<i>operational impact/failure:</i> <ul style="list-style-type: none"> • minimal disturbance to operations • occasional interruptions to operations • regular interruptions to operations • frequent delays unable to proceed effectively • cessation of corporate objectives 		1 2 3 4 5
3	Inherent risk rating	Risk of errors or problems occurring (i.e. due to inadequate or ineffective internal controls)	1 to 5
4	Staff morale and turnover, and the effects of likely or due changes in procedures or systems	Risk of errors or problems occurring due to low morale, high turnover or changes in methods	1 to 5