

Please use Adobe Reader when filling out this application electronically.

APPLICANT DETAILS

APPLICANT NAME: _____ ISACA ID: _____

FORM INSTRUCTIONS FOR VERIFIER

The applicant (named above) is applying for CGEIT certification through ISACA. ISACA requires the applicant's work experience to be independently verified by a supervisor, manager or colleague with whom they have worked. Verifiers cannot be immediate or extended family, nor can they work in the Human Resources department.

You must attest to the applicant's work experience as noted on their attached application form (page A-1) and as described by the CGEIT Job Practice Domains and task statements (page V-2).

Please return the form to the applicant for their submission. For any questions, please contact ISACA at <https://support.isaca.org>.

VERIFIER INFORMATION

VERIFIER NAME: _____

COMPANY NAME: _____ JOB TITLE: _____

EMAIL: _____ PHONE NUMBER: _____

VERIFIER QUESTIONS

1. I am attesting to the following work experience earned by the applicant, as indicated on page A-1 (check all that apply):

Section A: Company 1

Section A: Company 3

Section A: Company 2

Section A: Company 4

2. I have functioned in the following role(s) to the applicant:

Supervisor

Manager

Colleague

3. I can also attest that the tasks performed by the applicant, as listed on page A-1 and V-2, are correct to the best of my knowledge:

Yes

No

VERIFIER AGREEMENT

I hereby confirm that the information on page A-1, V-1 and V-2 is correct to the best of my knowledge and there is no reason this applicant should not be certified as an information systems auditor. I am also willing, if required, to answer questions from ISACA about the above information.

VERIFIER SIGNATURE: _____ DATE: _____

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JOB PRACTICE DOMAIN INSTRUCTIONS

Applicant is required to check any domain in which any or all tasks have been completed to be confirmed by the verifier.

DOMAIN 1 - Framework for the Governance of Enterprise IT

Ensure the definition, establishment, and management of a framework for the governance of enterprise IT in alignment with the mission, vision and values of the enterprise.

Task Statements:

- Ensure that a framework for the governance of enterprise IT is established and enables the achievement of enterprise goals and objectives to create stakeholder value, taking into account benefits realization, risk optimization, and resource optimization.
- Identify the requirements and objectives for the framework for the governance of enterprise IT incorporating input from enablers such as principles, policies and frameworks; processes; organizational structures; culture, ethics and behavior; information; services, infrastructure and applications; people, skills and competencies.
- Ensure that the framework for the governance of enterprise IT addresses applicable internal and external requirements (for example, principles, policies and standards, laws, regulations, service capabilities and contracts).
- Ensure that strategic planning processes are incorporated into the framework for the governance of enterprise IT.
- Ensure the incorporation of enterprise architecture (EA) into the framework for the governance of enterprise IT in order to optimize IT-enabled business solutions.
- Ensure that the framework for the governance of enterprise IT incorporates comprehensive and repeatable processes and activities.
- Ensure that the roles, responsibilities and accountabilities for information systems and IT processes are established.
- Ensure issues related to the framework for the governance of enterprise IT are reviewed, monitored, reported and remediated.
- Ensure that organizational structures are in place to enable effective planning and implementation of IT-enabled business investments.
- Ensure the establishment of a communication channel to reinforce the value of the governance of enterprise IT and transparency of IT costs, benefits and risk throughout the enterprise.
- Ensure that the framework for the governance of enterprise IT is periodically assessed, including the identification of improvement opportunities.

DOMAIN 2 - Strategic Management

Ensure that IT enables and supports the achievement of enterprise objectives through the integration and alignment of IT strategic plans with enterprise strategic plans.

Task Statements:

- Evaluate, direct and monitor IT strategic planning processes to ensure alignment with enterprise goals.
- Ensure that appropriate policies and procedures are in place to support IT and enterprise strategic alignment.
- Ensure that the IT strategic planning processes and related outputs are adequately documented and communicated.
- Ensure that enterprise architecture (EA) is integrated into the IT strategic planning process.
- Ensure prioritization of IT initiatives to achieve enterprise objectives.
- Ensure that IT objectives cascade into clear roles, responsibilities and actions of IT personnel.

DOMAIN 3 - Benefits Realization

Ensure that IT-enabled investments are managed to deliver optimized business benefits and that benefit realization outcome and performance measures are established, evaluated and progress is reported to key stakeholders.

Task Statements:

- Ensure that IT-enabled investments are managed as a portfolio of investments.
- Ensure that IT-enabled investments are managed through their economic life cycle to achieve business benefit.
- Ensure business ownership and accountability for IT-enabled investments are established.
- Ensure that outcome and performance measures are established and evaluated to assess progress towards the achievement of enterprise and IT objectives.
- Ensure that IT investment management practices align with enterprise investment management practices. Ensure that IT-enabled investment portfolios, IT processes and IT services are evaluated and benchmarked to achieve business benefit.
- Ensure that outcome and performance measures are monitored and reported to key stakeholders in a timely manner.
- Ensure that improvement initiatives are identified, prioritized, initiated and managed based on outcome and performance measures.

DOMAIN 4 - Risk Optimization

Ensure that an IT risk management framework exists to identify, analyze, mitigate, manage, monitor, and communicate IT-related business risk, and that the framework for IT risk management is in alignment with the enterprise risk management (ERM) framework.

Task Statements:

- Ensure that comprehensive IT risk management processes are established to identify, analyze, mitigate, manage, monitor, and communicate IT risk.
- Ensure that legal and regulatory compliance requirements are addressed through IT risk management.
- Ensure that IT risk management is aligned with the enterprise risk management (ERM) framework.
- Ensure appropriate senior level management sponsorship for IT risk management.
- Ensure that IT risk management policies, procedures and standards are developed and communicated.
- Ensure the identification of key risk indicators (KRIs).
- Ensure timely reporting and proper escalation of risk events and responses to appropriate levels of management.

DOMAIN 5 – Resource Optimization

Ensure the optimization of IT resources including information, services, infrastructure and applications, and people, to support the achievement of enterprise objectives.

Task Statements:

- Ensure that processes are in place to identify, acquire and maintain IT resources and capabilities (i.e., information, services, infrastructure and applications, and people).
- Evaluate, direct and monitor sourcing strategies to ensure existing resources are taken into account to optimize IT resource utilization.
- Ensure the integration of IT resource management into the enterprise's strategic and tactical planning.
- Ensure the alignment of IT resource management processes with the enterprise's resource management processes.
- Ensure that a resource gap analysis process is in place so that IT is able to meet strategic objectives of the enterprise.
- Ensure that policies exist to guide IT resource sourcing strategies that include service level agreements (SLAs) and changes to sourcing strategies.
- Ensure that policies and processes are in place for the assessment, training and development of staff to address enterprise requirements and personal/professional growth.