

September 16, 2019

MEMORANDUM

To: System Audit Office
Governor's Office of Budget, Planning and Policy
Legislative Budget Board

From: Brook Syers, Senior Audit Manager, Information Technology

The University of Texas Health Science Center - Houston's Auditing & Advisory Services department conducted an audit of Office 365. The objectives of the audit were to:

- Determine whether the data retention policy for Office 365 is adequate and functioning as intended.
- Determine whether controls around administrator/privileged user access are adequate and functioning as intended.
- Determine if Office 365 security and disaster recovery controls are appropriate and functioning as intended.
- Determine if the proper agreements are in place for Office 365.

The report contains confidential information that relates to the security of sensitive data and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exception found in Government Code 552.139. Specific results were made to the appropriate management members.