



**SAFETY AND SECURITY OVERSIGHT PROGRAM  
CHECKLIST FOR REVIEWING FGTS INTERNAL SECURITY REVIEW REPORTS**

**SSO-25  
09-13-05**

<b>FGTS:</b>  <hr/> <b>Function(s)/Group(s) Reviewed:</b>  <hr/>	<b>Date:</b>  <hr/> <b>Reviewer(s):</b>  <hr/>
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Page Reference	Item to be Verified	Function/Group Reviewed	Requirements	Acceptable	Unacceptable	Comments
	Responsibility for Internal Security Reviews		The unit in charge of a review is not the unit in charge of implementing the function being reviewed.			
	Internal Security Review Reporting		Reviews must be conducted and coordinated with full management support.  Security Department submits summary reports to the CEO and respective departments.  An administrative process to deal with any problems or disagreements that develop.			
	Audit Schedule		Was Audit Schedule submitted and approved?  Was internal review conducted according to approved Audit Schedule?			



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	Formal Letter of Certification		Was Annual Report accompanied by Formal Letter of Certification signed by FGTS chief executive? Were activities not in compliance with SPP identified in the Letter of Certification? Were activities to remedy non-compliance specified?			

**This Internal Security Review Report is: Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_**

**Comments:**  
  


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<b>Reviewed By:</b>  <hr/>	<b>Date:</b>  <hr/>
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<b>Approved By:</b>  <hr/>	<b>Date:</b>  <hr/>
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