

The Sox start up kit - a Menvestment product

Vooruitkijken Vooruitdenken Vooruitwerken



Sox / Tabaksblatt start up kit

Required by law
Easy and Quick to implement
and Accepted



Some of our Clients

Unilever Nederland BV,
Molex Inc.,
Tyco Inc.



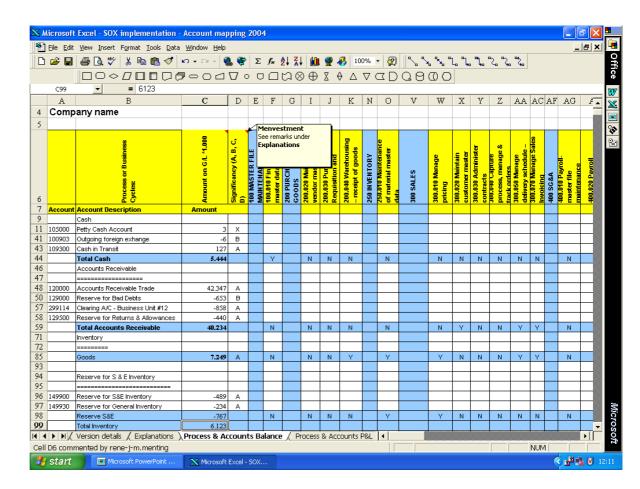
Steps

- Step 1 Account mapping
- Step 2 Descriptions of processes and internal controls
- Step 3 What can go wrong
- Step 4 Assessment of processes and internal controls
- Step 5 Testing
- Step 6 Remediation



Step 1 - Account mapping

- Required for Sox
- Predefined document
- Link between accounts and all processes





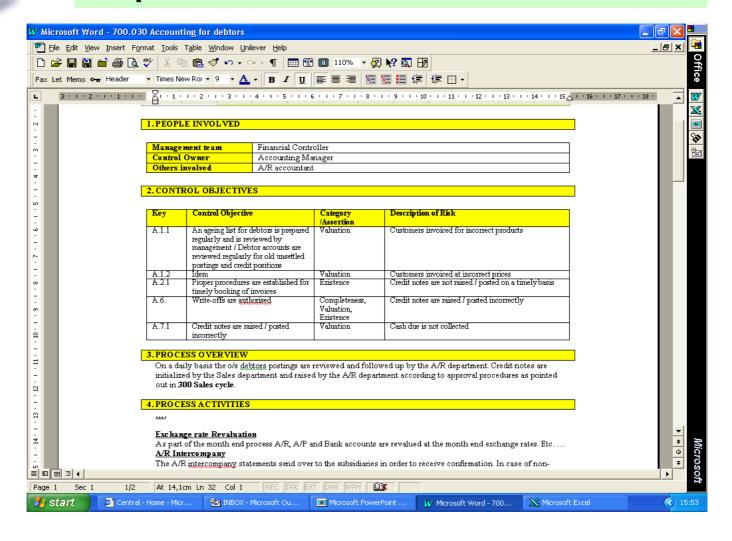
Step 2 - Description of processes and related internal controls

- One easy to follow document
- Who is responsible for maintaining the processes and controls
- Control objectives, what can go wrong related to controls
- Process overview easy to understand
- Process activities clear
- Control matrix required but easy to read
- Related internal documents (ISO etc.)
- IT systems involved and version control





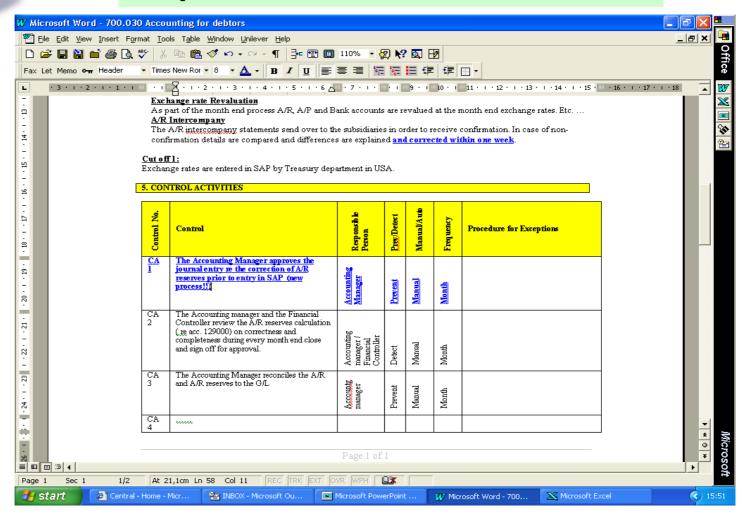
Step 2 - Persons involved and activities



vooruitkijken • vooruitdenken • vooruitwerken

2

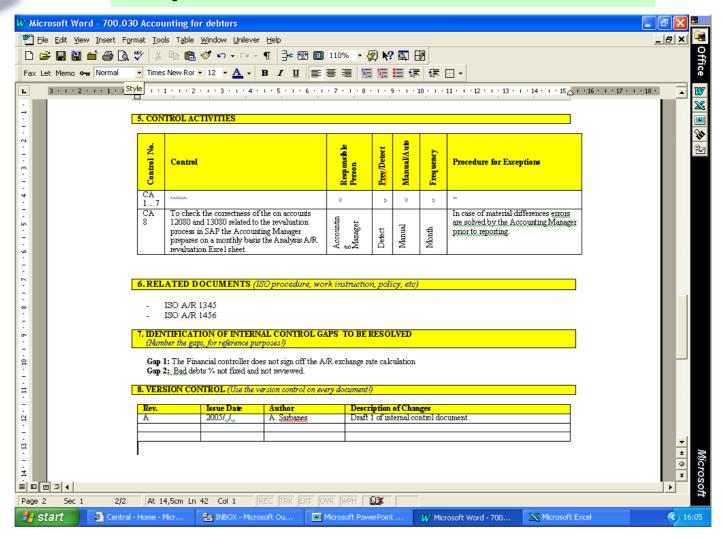
Step 2 - The control matrix





2

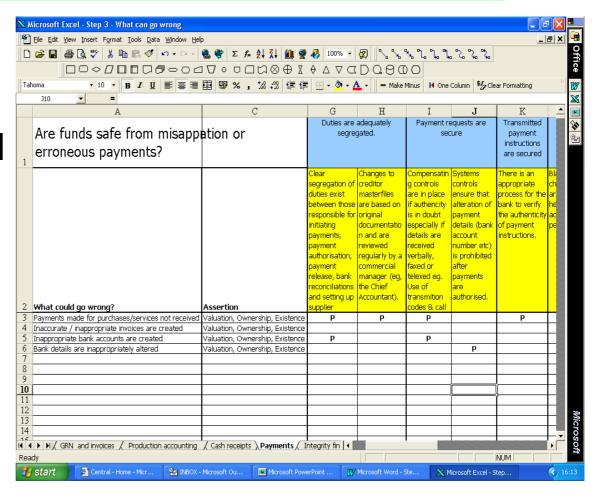
Step 2 - ISO, IT and version control





Step 3 - What can go wrong

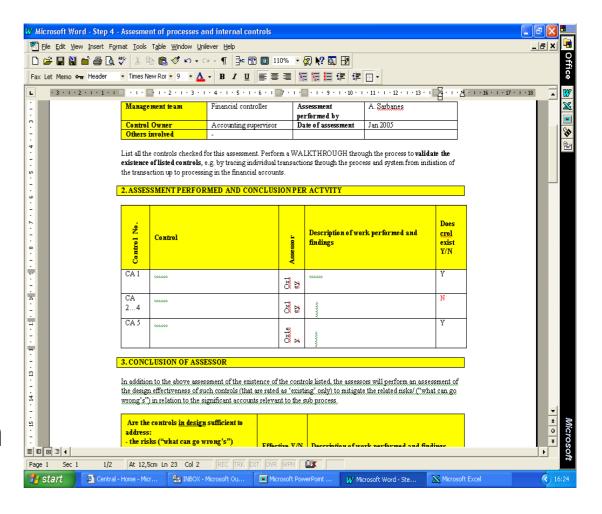
 Internal control risks in one easy to read and easy to use document





Step 4 - Assessment of internal control

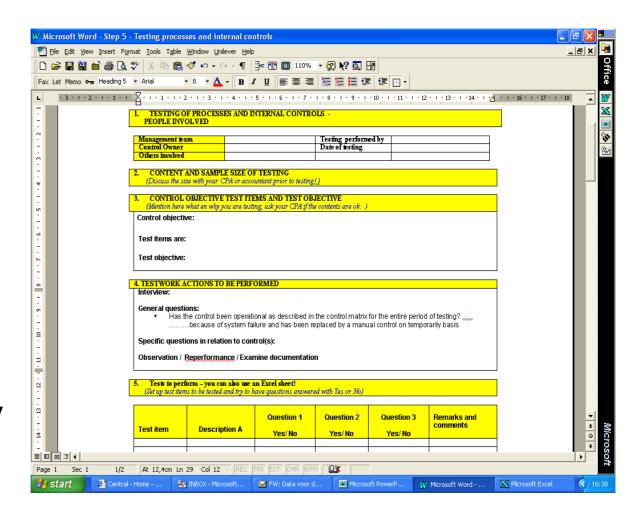
- Assessment of internal control
- Question:
 Do the controls exist?
- Action plan for implementation of revision





Step 5 - Testing of internal control

- Test plans to support auditors with evidence
- Question:
 Are the controls really working?





Step 6 - Remediation of deficiencies

- Remediation is an internal process.
- Action and action plans can be set up
 - in planning modules
 - in minutes of meeting to be followed up etc.



Start up Sox / Tabaksblatt

For a quick and easy start up in your organisation companies use our start up kit

Phone or email us or your advisor +31 (0)6 51 280 830 info@menvestment.nl

website: www.menvestment.nl