



## **CALL FOR COMPREHENSIVE I.T AUDIT SERVICES**

**Application Deadline is 11:59pm CAT 21st  
October 2022**

### **ABOUT UHAI EASHRI**

UHAI-the East Africa Sexual Health and Rights Initiative (UHAI EASHRI) is Africa's first indigenous feminist, activist, participatory fund for and by sexual and gender minorities and sex worker communities that supports civil society organising across 7 Eastern African states as well as Pan-African organising that is allied to our movements

With a staff of over 20 people, predominantly working virtually, the use of technology has become a critical component to delivery of our work. We are therefore looking for a firm to conduct our IT and system audit. The audit will be a comprehensive evaluation of the IT systems currently in place, determining and identifying potential risks and providing comprehensive recommendations to UHAI.

# The UHAI EASHRI IT areas under review shall include and are not limited to;

## IT Inventory

- The IT firm shall carry out an assessment to check for duplication, obsolescence and documentation
- Take record and inventory of all the applications currently used by UHAI. ownership, security and management
- Assess the support for our team in terms of IT security for our website and web based services and check how well to support our team around security and maintenance of their physical devices.
- Identify areas of capacity and training needs for UHAI staff, in the use of existing facilities and around data security and protection.
- Review UHAI's external data storage services currently in use. Assess if our virtual storage matrix is functional in terms of review, alignment, storage framework and safety. Detail capabilities, size, utilization, integration, adequacy of storage, related costs and the flexibility for expansion of our existing storage.
- Assess for duplication, obsolescence and documentation on Email services, Online tools, Storage and backup; our Data editing tools; our Information management tools
- Review the existence and non-existence of directories in place to guide on inventory on owners, managers, users including emails, documents and passwords?
- Review our network infrastructure and its state of functionality. Are the services and tools we have in place working well? UHAI office network infrastructure including internet infrastructure, usage/bandwidth, speed test

## Security

Assessment of adequacy of IT policy? Including specified standards, service level agreements

- UHAI information technology safety, protection and security policy review
- Comprehensive implementation plan.
- Compliance to IT safety and security standards and security process adherence.

Assessment of security facilities

- Assessment of online security (including firewalls are they adequate)
- Assessment of digital security including messaging, money transfer, media sharing
- Assessment of security of physical devices including tracking services

Assessment of continuity including

- but not limited to back up services (iCloud, time machine, dropbox etc)
- redundancy of services during disruption
- in the event of national shutdowns
- External security threats mapping and internal risks threats mapping

Assessment of password management and access

Assessment of the safety of the applications (user applications, security applications, desktop applications, mobile phone applications, web based applications)

## Human Centricity

At UHAI we value our people and we would like to assess whether the technology we have and we intend to procure supports the human being or do we have to put human beings at the service of the technology?

The consultant shall assess if our virtual working spaces and channels secure, safe and promote human interaction and human wellbeing?

Any other IT audit areas of interest; as shall be determined.

## Profile of the consultant:

Demonstrable extensive experience and knowledge in safety and data security and protection and an understanding of user experience

- ❖ Portfolios of key staff members who will be directly involved in the consultancy.
- ❖ At least 5 references for similar work done.
- ❖ Demonstrate knowledge of and commitment to human rights and social justice, particularly knowledge and experience of sex worker and LGBTIQ rights as well as feminist I.T security.
- ❖ Familiarity with grants management and administration would be desirable.
- ❖ Demonstrable analytical, critical and strategic thinking skills.
- ❖ Sensitivity, flexibility, and ability to listen and communicate clearly and effectively with people from diverse cultures and backgrounds.
- ❖ Discretion and ability to handle confidential issues.

## The applications should include the following

- ❖ A cover letter describing why your firm is interested in the consultancy
- ❖ Company profile
- ❖ A comprehensive action plan and proposal inclusive of proposed timelines
- ❖ All items listed under requirements above
- ❖ Estimated fees

Please submit your application with subject  
**Extended IT AUDIT**  
to [vacancies@uhai-eashri.org](mailto:vacancies@uhai-eashri.org)

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**11:59 pm EAT 21st October, 2022.**