



Process Standardization Control Sheet

Document ID:	Title:	Print Date:
Revision: <i>First Copy</i>	Prepared By: <i>G. Okwach</i>	Date Prepared: <i>May'2015</i>
Effective Date: <i>WEF</i>	Reviewed By: <i>ICT Manager, Chief Acctnt</i>	Date Reviewed: <i>May'2015</i>

Policy Statement/Ref:	N/A
Purpose:	ICT Change Policy and Vendor Engagement Framework
Scope:	Crown Paints Group – CPKL, Regal Paints, CPTL, CPRL, CMQL, CBPL
Responsibilities:	ICT Manager, All ERP Users, Vendors and Third Party partners contracted in ICT development, management and maintenance.
Definitions:	N/A
Detailed Procedure:	As per Attached
Supporting Forms/Records:	ICT Change Management Form,
Effectiveness Criteria/KPIs:	Compliance per change forms, recorded and monitored Change logs, vendor logs, vendor access control,
References:	CISA, COBIT 5,

Revision History:

Revision #	Date	Description of Changes	Requested By	Approved By