



Horizontal audit in the area of Confederation GEVER business administration

Key facts

The Swiss Federal Audit Office (SFAO) conducted horizontal audits in a number of federal agencies in the area of **electronic business administration (GEVER)**. The main goal was that of assessing its practicability and implementation of the GEVER strategy drawn up by the Federal IT Council.

The defined GEVER strategy is only being partially implemented and integrated

The SFAO had to take note of the fact that in the audited departments, the GEVER strategy is only partially being implemented and integrated. Only the Federal Department of Economic Affairs is leading the way and is implementing the defined strategy.

Today electronic business administration is a necessity

Due to the fact that today the vast majority of business documents are available electronically and the increased requirements in terms of cooperation between the different administration bodies makes new demands on professional management of these documents, electronic business administration in the federal administration has in the meantime become a necessity.

The focus is on strategic and organisational measures

The SFAO has recommended that the 2004 GEVER Strategy be revised and be geared to the strategic goals of the current and subsequent legislative periods and the business processes of the Confederation. Today measures at the strategic and organisational levels are more important than technical standardisation.

The ICT GEVER partial strategy must be able to be geared to the GEVER strategy of the business owners

In the opinion of the SFAO, it should be the General Secretaries Conference which should be responsible for the clearance and implementation of the new GEVER strategy in the federal administration and not the Federal IT Council. The Federal IT Council supports the thrust of the SFAO recommendations. The full benefit of GEVER will only be felt if the processes and technologies are coordinated and linked to the employees not just horizontally but vertically. Strong management is required to coordinate the joint effort and to create uniform organisational, technological and security-relevant prerequisites.

The recommendations of the SFAO were accepted

Implementation deadlines have been defined up to the end of 2007 for individual recommendations. In accordance with the comments of the General Secretaries Conference of the Confederation of 10 December 2007, the greater part of the SFAO recommendations will be included in the "Information Lifecycle Management Programme" drawn up by the Federal Archives. This programme will shortly be submitted to the Federal Council. The SFAO also requested that each department should draw up a strategy on the application of GEVER which is compatible with the interdepartmental specifications.

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