

Format and minor grammatical changes have been made to all pages included in this revision package. Revision bars are not inserted for format changes, non-substantial technical changes, and fully rewritten chapters. Revision bars appear on the right sides of all pages. Vertical (addition) bars indicate added and rewritten matter, and horizontal (deletion) bars indicate deleted matter.

NOTE: SAM is currently being reviewed and revised from the front to the back. We realize this will take a few years but with patience and fortitude it will happen. Therefore, you will see SAM Sections marked as “Reviewed” and the reviewed date in the “Revised” sections of SAM. Example: (Reviewed 9/04)

ITEM **SUMMARY**

Table of Contents	<u>SAM Table of Contents</u> , Add Chapter 5300 Information Security
Subject Index	<u>Subject Index</u> , New pagination and removed sections 4840-4845, and added Chapter 5300-5399 Information Security
Section 0030	<u>SAM Publications and Contacts</u> , Update information and contacts for Chapter 4800-5180 Information Technology, add Chapter 5300-5399 Information Security, plus update information and contact for Chapter 6700-6780 Budgeting Information Technology.
Section 3555	<u>Limiting of Competitive Bidding</u> , Change wording from “Should” to “Shall”.
4800 Index	<u>4800 Index</u> , Add 4804 and 4806, include information on transfer of ownership of sections 4840-4845 to New 5300 Chapter.
Sections 4804 & 4806	<u>Access to Information by the office of the Legislative Analyst 4804 and Access to Information by the California State Auditor 4806</u> , Both were renumbered from 4841.8 & 4841.9 respectively.
Remove 4840-4845	<u>Security and Risk Management Policy</u> , Revised and re-numbered 4840-4845 sections with New 5300 Chapter, Information Security.
Add Chapter 5300	<u>Information Security</u> , Ad New Chapter revised and re-numbered from Sections 4840-4845.
Section 20040	<u>Audit Standards</u> , Added information about Finance “Quality Assurance Audits”.
Section 20050	<u>Internal Control</u> , Updated some formatting errors by including numbered bullet.
Section 20060	<u>Internal Control Reporting</u> , Revised wording and updated website address.
Section 20090	<u>Reporting Matrix</u> , Revised wording

REVISION SEQUENCE INSTRUCTIONS

The SAM is undergoing a format transition. Therefore, page numbers are either at the center bottom or upper right corner of the page.

Remove Page (s)	Consecutive Number of Sheets	Insert Page (s)	Consecutive Number of Sheets
Page 1 Table of Contents through Page 3 Table of Contents	2	Same	2
Complete Subject Index	20	Same	20
Page 0030 through Page 0030 (Cont. 4)	3	Same	3
Page 3553 (Cont. 1)	1	Same	1
Page 4800 Index through Page 4800 Index (Cont. 2)	2	Same	2
Add Page 4804	1	After page 4800 (Cont. 1)	1
Pages 4819.41 through 4846	9	4819.41 through 4846	2
No pages removed	0	Add Chapter 5300 after page 5230.5	10
Pages 20020 (Cont. 1) through page 20080	4	Same	4