

Payment Card Industry Data Security Standard

PCI DSS v4.0 Supplemental Report on Compliance Template

Designated Entities Supplemental Validation

Revision 1

December 2022



Document Changes

Date	Version	Description
June 2015	For use with PCI DSS v3.1 Revision 1.0	To introduce the template for submitting Supplemental Reports on Compliance for Designated Entities. This document is intended for use with version 1.0 of the PCI DSS Designated Entities Supplemental Validation.
May 2016	For use with PCI DSS v3.2 Revision 1.0	To update the template to align with PCI DSS v3.2.
December 2018	For use with PCI DSS v3.2.1 Revision 1.0	To update the template to align with PCI DSS v3.2.1.
June 2022	For use with PCI DSS v4.0	To update the template to align with PCI DSS v4.0.
December 2022	For use with PCI DSS v4.0 Revision 1	Updated to remove In Place with Remediation as a reporting option.



Introduction to the PCI DSS v4.0 Supplemental Report on Compliance (ROC) Template for Designated Entities Supplemental Validation

Instructions for Submission

This document, the *PCI DSS v4.0 Supplemental Report on Compliance Template - Designated Entities Supplemental Validation* ("Supplemental ROC Template" or "S-ROC"), is the mandatory template for Qualified Security Assessors (QSAs) completing an assessment of a designated entity against the *PCI DSS v4.0 Appendix A3: Designated Entities Supplemental Validation*.

Note that an entity is *ONLY* required to undergo an assessment according to this document if instructed to do so by an acquirer or a payment brand.

This "Supplemental ROC Template" or "S-ROC" is to be completed according to the same instructions provided in the *PCI DSS v4.0 Report on Compliance (ROC) Template*. Refer to the *PCI DSS v4.0 ROC Template* and the *PCI DSS v4.x Report on Compliance Template – Frequently Asked Questions* documents on the PCI SSC website for detailed instructions on how to complete these reporting templates. Do not delete any content from any place in this document, including this section and the versioning above. Excessive personalization and changes to sections – including additional sections – may not be accepted by accepting entities, and personalization should be limited to the title page.

The S-ROC template is an addendum to the ROC Template and is not intended to stand alone. Because of this, details related to Scope of Work, Details of Reviewed Environment, Remote Assessment Activities, and so on that are applicable to the environment reviewed for the S-ROC must be included in the applicable sections in the full ROC for that entity. For example, the list of evidence in the full ROC must also include any evidence reviewed during assessment of activities for the *PCI DSS v4.0 Appendix A3: Designated Entities Supplemental Validation*.

While this supplemental validation would typically be done in conjunction with a full PCI DSS assessment, entities should contact their payment brand and/or acquirer with any questions about completing and submitting these reports.

Note that an entity is *ONLY* required to undergo an assessment according to this document if instructed to do so by an acquirer or a payment brand.



Addendum to PCI DSS v4.0 ROC Template for Appendix A3: Designated Entities Supplemental Validation (DESV)

1 Summary of DESV Results

Indicate all the findings and whether compensating controls were used within each DESV requirement. Select all that apply. For example, *In Place* and *Not Applicable* must both be selected for Requirement A3.1 if there is at least one sub-requirement marked *In Place* and one sub-requirement marked *Not Applicable*. The column for Compensating Controls must be selected if there is at least one sub-requirement within the DESV requirements that used a compensating control.

DESV Requirement	:	Select If Below Method Was Used	
Requirement	In Place	Compensating Control	
Requirement A3.1:			
Requirement A3.2:			
Requirement A3.3:			
Requirement A3.4:			
Requirement A3.5:			

In the sections below, identify the DESV requirements with the following results and assessment method. If there are none, enter "Not Applicable."

Note: Natural grouping of requirements is allowed (for example, Req. A3.1.1, A3.1.2, A3.1.3, or A3.1.1 through A3.1.4, etc.) to reduce the number of individual requirements listed.

Not Applicable	Not in Place Due to a Legal Restriction	Not in Place <u>Not</u> Due to a Legal Restriction	Compensating Control
<enter here="" response=""></enter>	<enter here="" response=""></enter>	<enter here="" response=""></enter>	<enter here="" response=""></enter>



Optional: Additional Assessor Comments

This optional field is provided for the assessor to document any additional information that is relevant to the entity being assessed and that may or may not have impacted the findings of this assessment.

<Enter Response Here>

2 Findings and Observations

Requirement Description

A3.1 A PCI DSS compliance program is implemented.

PCI DSS Requirement

A3.1.1 Responsibility is established by executive management for the protection of account data and a PCI DSS compliance program that includes:

- Overall accountability for maintaining PCI DSS compliance.
- Defining a charter for a PCI DSS compliance program.
- Providing updates to executive management and board of directors on PCI DSS compliance initiatives and issues, including remediation activities, at least once every 12 months.

PCI DSS Reference: Requirement 12

Assessment Findings (select one) In Place Not Applicable Not in Place Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions. Assessment Findings Select one) Verification Center Response Here>



Validation Method – Customized Approach This requirement is not eligible for the customized approach. Validation Method - Defined Approach **Indicate** whether a Compensating Control was used: ☐ Yes ☐ No If "Yes", Identify the aspect(s) of the requirement where the Compensating <Enter Response Here> Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template. **Reporting Details: Reporting Instructions Testing Procedures** Assessor's Response A3.1.1.a Examine documentation to **Identify** the evidence reference number(s) <Enter Response Here> from Section 6 of the ROC Template for all verify executive management has assigned overall accountability for documentation examined for this testing maintaining the entity's PCI DSS procedure. compliance. **Identify** the evidence reference number(s) <Enter Response Here> **A3.1.1.b** Examine the company's PCI DSS charter to verify it outlines the from Section 6 of the ROC Template for conditions under which the PCI DSS the company's PCI DSS charter compliance program is organized. examined for this testing procedure. A3.1.1.c Examine executive **Identify** the evidence reference number(s) <Enter Response Here> management and board of directors from Section 6 of the ROC Template for all meeting minutes and/or presentations executive management and board of to ensure PCI DSS compliance directors meeting minutes and/or initiatives and remediation activities presentations examined for this testing are communicated at least once every procedure. 12 months.



A3.1.2 A formal PCI DSS compliance program is in place that includes:

- Definition of activities for maintaining and monitoring overall PCI DSS compliance, including business-as-usual activities.
- Annual PCI DSS assessment processes.
- Processes for the continuous validation of PCI DSS requirements (for example, daily, weekly, every three months, as applicable per the requirement).
- A process for performing business-impact analysis to determine potential PCI DSS impacts for strategic business decisions.

PCI DSS Reference: Requirements 1-12

Assessment Findings (select one)					
In Place	Not Applicat	ole		Not in Place	
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.			<enter respo<="" td=""><th>onse Here></th></enter>	onse Here>	
	Validation Method – Custo	mize	d Approach		
This requirement is not eligible for the customized ap	proach.				
	Validation Method – Defi	ned A	Approach		
Indicate whether a Compensating Control was used:			es □ No		
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.		<ent< td=""><td>ter Response H</td><th>lere></th></ent<>	ter Response H	lere>	



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.1.2.a Examine information security policies and procedures to verify that processes are defined for a formal PCI DSS compliance program that includes all elements specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all information security policies and procedures examined for this testing procedure.	<enter here="" response=""></enter>
A3.1.2.b Interview personnel and observe compliance activities to verify that a formal PCI DSS compliance program is implemented in accordance with all elements	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all observation(s) of compliance activities for this testing procedure.	<enter here="" response=""></enter>



A3.1.3 PCI DSS compliance roles and responsibilities are specifically defined and formally assigned to one or more personnel, including:

- Managing PCI DSS business-as-usual activities.
- Managing annual PCI DSS assessments.
- Managing continuous validation of PCI DSS requirements (for example, daily, weekly, every three months, as applicable per the requirement).
- Managing business-impact analysis to determine potential PCI DSS impacts for strategic business decisions.

PCI DSS Reference: Requirement 12

Assessment Findings (select one)					
In Place	Not Applicat	ole		Not in Place	
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.			<enter here="" response=""></enter>		
	Validation Method – Custo	mize	d Approach		
This requirement is not eligible for the customized ap	proach.				
	Validation Method – Defi	ned A	Approach		
Indicate whether a Compensating Control was used:			es □ No		
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented Appendix C of the ROC Template.		<ent< td=""><td>er Response H</td><th>lere></th></ent<>	er Response H	lere>	



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.1.3.a Examine information security policies and procedures and interview personnel to verify that PCI DSS compliance roles and responsibilities are specifically defined and formally assigned to one or more personnel in	Identify the evidence reference number(s) from Section 6 of the ROC Template for all information security policies and procedures examined for this testing procedure.	<enter here="" response=""></enter>
accordance with all elements of this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
A3.1.3.b Interview responsible personnel and verify they are familiar with and performing their designated PCI DSS compliance responsibilities.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>

A3.1.4 Up-to-date PCI DSS and/or information security training is provided at least once every 12 months to personnel with PCI DSS compliance responsibilities (as identified in A3.1.3).

PCI DSS Reference: Requirement 12

Assessment Findings (select one)					
In Place Not Applicable			Not in Place		
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.			onse Here>		



Validation Method – Customized Approach This requirement is not eligible for the customized approach. Validation Method - Defined Approach **Indicate** whether a Compensating Control was used: ☐ Yes ☐ No If "Yes", Identify the aspect(s) of the requirement where the Compensating <Enter Response Here> Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template. **Reporting Details: Reporting Instructions Testing Procedures Assessor's Response** A3.1.4.a Examine information security **Identify** the evidence reference number(s) <Enter Response Here> policies and procedures to verify that from Section 6 of the ROC Template for all PCI DSS and/or information security information security policies and training is required at least once every procedures examined for this testing 12 months for each role with PCI DSS procedure. compliance responsibilities. <Enter Response Here> A3.1.4.b Interview personnel and **Identify** the evidence reference number(s) from Section 6 of the ROC Template for all examine certificates of attendance or other records to verify that personnel interview(s) conducted for this testing with PCI DSS compliance procedure. responsibility receive up-to-date PCI **Identify** the evidence reference number(s) <Enter Response Here> DSS and/or similar information from Section 6 of the ROC Template for all security training at least once every 12 months. certificates of attendance or other records examined for this testing procedure.



Requirement Description

A3.2 PCI DSS scope is documented and validated.

PCI DSS Requirement

A3.2.1 PCI DSS scope is documented and confirmed for accuracy at least once every three months and upon significant changes to the in-scope environment. At a minimum, the scoping validation includes:

- Identifying all data flows for the various payment stages (for example, authorization, capture, settlement, chargebacks, and refunds) and acceptance channels (for example, card-present, card-not-present, and e-commerce).
- Updating all data-flow diagrams per Requirement 1.2.4.
- Identifying all locations where account data is stored, processed, and transmitted, including but not limited to 1) any locations outside of the currently defined CDE, 2) applications that process CHD, 3) transmissions between systems and networks, and 4) file backups.
- For any account data found outside of the currently defined CDE, either 1) securely delete it, 2) migrate it into the currently defined CDE, or 3) expand the currently defined CDE to include it.
- Identifying all system components in the CDE, connected to the CDE, or that could impact security of the CDE.
- Identifying all segmentation controls in use and the environment(s) from which the CDE is segmented, including justification for environments being out of scope.
- Identifying all connections to third-party entities with access to the CDE.
- Confirming that all identified data flows, account data, system components, segmentation controls, and connections from third parties with access to the CDE are included in scope.

PCI DSS Reference: Scope of PCI DSS Requirements, Requirement 12.

Assessment Findings (select one)					
In Place	Not Applicable		Not in Place		
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.			oonse Here>		



Validation Method – Customized Approach This requirement is not eligible for the customized approach. Validation Method – Defined Approach Indicate whether a Compensating Control was used: ☐ Yes ☐ No If "Yes", Identify the aspect(s) of the requirement where the Compensating <Enter Response Here> Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template. **Reporting Details: Reporting Instructions Testing Procedures** Assessor's Response A3.2.1.a Examine documented results **Identify** the evidence reference number(s) <Enter Response Here> from Section 6 of the ROC Template for all of scope reviews and interview personnel to verify that the reviews are documentation examined for this testing performed: procedure. At least once every three months. **Identify** the evidence reference number(s) <Enter Response Here> After significant changes to the infrom Section 6 of the ROC Template for all scope environment. interview(s) conducted for this testing procedure. A3.2.1.b Examine documented results <Enter Response Here> **Identify** the evidence reference number(s) of scope reviews occurring at least from Section 6 of the ROC Template for all once every three months to verify that documented results of scope reviews scoping validation includes all examined for this testing procedure. elements specified in this requirement.



A3.2.2 PCI DSS scope impact for all changes to systems or networks is determined, including additions of new systems and new network connections. Processes include:

- Performing a formal PCI DSS impact assessment.
- Identifying applicable PCI DSS requirements to the system or network.
- Updating PCI DSS scope as appropriate.
- Documented sign-off of the results of the impact assessment by responsible personnel (as defined in A3.1.3).

PCI DSS Reference: Scope of PCI DSS Requirements; Requirements 1-12

Assessment Findings (select one)					
In Place	Not Applicabl	e	Not in Place		
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Real Assessment Findings in the ROC Template Instruction."		<enter here="" response=""></enter>			
	Validation Method – Custon	nized Approach			
This requirement is not eligible for the customized ap	pproach.				
	Validation Method – Defin	ed Approach			
Indicate whether a Compensating Control was used	l:	□ Yes □ No			
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.		<enter response<="" td=""><th>Here></th></enter>	Here>		



Testing Procedures	R	eporting Instructions	Reporting Details: Assessor's Response			
A3.2.2 Examine change documentation and interview personnel to verify that for each change to systems or networks the PCI DSS scope impact is determined, and	from Secti	ne evidence reference number(s) ion 6 of the ROC Template for all ocumentation examined for this ocedure.	<enter here="" response=""></enter>		Here>	
includes all elements specified in this requirement.	from Secti	the evidence reference number(s) <enter here="" response=""> ection 6 of the ROC Template for all ew(s) conducted for this testing ure.</enter>		Here>		
		PCI DSS Require	nent			
A3.2.2.1 Upon completion of a change, a and documentation is updated as applica PCI DSS Reference: Scope of PCI DSS	ıble.	·	ed to b	oe implemente	d on all new or changed systems and networks,	
		Assessment Find (select one)	ings			
In Place		Not Applicabl	le		Not in Place	
Note: Include all details as noted in the "l	Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.				onse Here>	
Validation Method – Customized Approach						
This requirement is not eligible for the cu	stomized ap	pproach.				
		Validation Method – Defin	ed A	pproach		
Indicate whether a Compensating Control	ol was used		□ Y	es □ No		



If "Yes", Identify the aspect(s) of the requirement where the Compensating
Control(s) was used.

Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.

Senter Response Here

Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.2.2.1 Examine change records and the affected systems/networks, and interview personnel to verify that all relevant PCI DSS requirements were confirmed to be implemented and	Identify the evidence reference number(s) from Section 6 of the ROC Template for all change records examined for this testing procedure.	<enter here="" response=""></enter>
documentation updated as part of the change.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all affected systems/networks examined for this testing procedure.	<enter here="" response=""></enter>
	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>



PCI DSS Requirement A3.2.3 Changes to organizational structure result in a formal (internal) review of the impact to PCI DSS scope and applicability of controls. PCI DSS Reference: Requirement 12 **Assessment Findings** (select one) In Place **Not Applicable Not in Place** П П <Enter Response Here> Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions. **Validation Method – Customized Approach** This requirement is not eligible for the customized approach. Validation Method - Defined Approach **Indicate** whether a Compensating Control was used: ☐ Yes ☐ No If "Yes", Identify the aspect(s) of the requirement where the Compensating <Enter Response Here> Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template. **Reporting Details: Testing Procedures Reporting Instructions Assessor's Response** A3.2.3 Examine policies and **Identify** the evidence reference number(s) <Enter Response Here> procedures to verify that a change to from Section 6 of the ROC Template for all organizational structure results in policies and procedures examined for formal a review of the impact on PCI this testing procedure. DSS scope and applicability of controls.



A3.2.4 If segmentation is used, PCI DSS scope is confirmed as follows:

- Per the entity's methodology defined at Requirement 11.4.1.
- Penetration testing is performed on segmentation controls at least once every six months and after any changes to segmentation controls/methods.
- The penetration testing covers all segmentation controls/methods in use.
- The penetration testing verifies that segmentation controls/methods are operational and effective, and isolate the CDE from all out-of-scope systems.

PCI DSS Reference: Requirement 11

Assessment Findings (select one)				
In Place	Not Applicable			Not in Place
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		<enter here="" response=""></enter>		
	Validation Method – Custom	ized <i>A</i>	Approach	
This requirement is not eligible for the customized ap	pproach.			
	Validation Method – Define	ed Ap	proach	
Indicate whether a Compensating Control was used:		□ Yes	s 🗆 No	
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.		<ente< td=""><td>r Response</td><th>Here></th></ente<>	r Response	Here>



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.2.4 Examine the results from the most recent penetration test to verify that the test was conducted in accordance with all elements specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for the results from the most recent penetration test examined for this testing procedure.	<enter here="" response=""></enter>

A3.2.5 A data-discovery methodology is implemented that:

- Confirms PCI DSS scope.
- Locates all sources and locations of cleartext PAN at least once every three months and upon significant changes to the CDE or processes.
- Addresses the potential for cleartext PAN to reside on systems and networks outside the currently defined CDE.

PCI DSS Reference: Scope of PCI DSS Requirements

Assessment Findings (select one)				
In Place	Not Applicable		Not in Place	
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Re Assessment Findings in the ROC Template Instruction."	eporting" column of the table in	Enter Respo	onse Here>	



Validation Method – Customized Approach This requirement is not eligible for the customized approach. Validation Method – Defined Approach Indicate whether a Compensating Control was used: ☐ Yes ☐ No If "Yes", Identify the aspect(s) of the requirement where the Compensating <Enter Response Here> Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template. **Reporting Details: Testing Procedures Reporting Instructions** Assessor's Response A3.2.5.a Examine the documented **Identify** the evidence reference number(s) <Enter Response Here> data-discovery methodology to verify it from Section 6 of the ROC Template for includes all elements specified in this the documented data-discovery methodology examined for this testing requirement. procedure. A3.2.5.b Examine results from recent **Identify** the evidence reference number(s) <Enter Response Here> data discovery efforts, and interview from Section 6 of the ROC Template for all responsible personnel to verify that results from recent data discovery data discovery is performed at least efforts examined for this testing once every three months and upon procedure. significant changes to the CDE or **Identify** the evidence reference number(s) <Enter Response Here> processes. from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.



A3.2.5.1 Data discovery methods are confirmed as follows:

- Effectiveness of methods is tested.
- Methods are able to discover cleartext PAN on all types of system components and file formats in use.
- The effectiveness of data-discovery methods is confirmed at least once every 12 months.

PCI DSS Reference: Scope of PCI DSS Requirements

Assessment Findings (select one)					
In Place	Not Applicable		Not in Place		
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		<ent< td=""><td colspan="2"><enter here="" response=""></enter></td></ent<>	<enter here="" response=""></enter>		
	Validation Method – Custom	nized Appr	oach		
This requirement is not eligible for the customized ap	pproach.				
	Validation Method – Defin	ed Approa	ach		
Indicate whether a Compensating Control was used:		□ Yes □	□ Yes □ No		
If "Yes", Identify the aspect(s) of the requirement we Control(s) was used. Note: The use of Compensating Controls must also the ROC Template.		<enter res<="" td=""><td>sponse</td><th>Here></th></enter>	sponse	Here>	



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response	
 A3.2.5.1.a Interview personnel and review documentation to verify: The entity has a process in place to test the effectiveness of 	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>	
 methods used for data discovery. The process includes verifying the methods are able to discover cleartext PAN on all types of system components and file formats in use. Identify the evidence reference number(s) from Section 6 of the ROC Template for all documentation examined for this testing procedure. 		<enter here="" response=""></enter>	
A3.2.5.1.b Examine the results of effectiveness tests to verify that the effectiveness of data-discovery methods is confirmed at least once every 12 months.	Identify the evidence reference number(s) from Section 6 of the ROC Template for the results of effectiveness tests examined for this testing procedure.	<enter here="" response=""></enter>	



A3.2.5.2 Response procedures are implemented to be initiated upon the detection of cleartext PAN outside the CDE to include:

Determining what to do if cleartext PAN is discovered outside the CDE, including its retrieval, secure deletion, and/or migration into the currently defined CDE, as applicable.

- Determining how the data ended up outside the CDE.
- Remediating data leaks or process gaps that resulted in the data being outside the CDE.
- Identifying the source of the data.
- Identifying whether any track data is stored with the PANs.

Assessment Findings (select one)				
In Place	Not Applicable		Not in Place	
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		<enter here="" response=""></enter>		
	Validation Method – Custom	nized Approach		
This requirement is not eligible for the customized ap	pproach.			
	Validation Method – Defin	ed Approach		
Indicate whether a Compensating Control was used:		☐ Yes ☐ No		
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used.		<enter here="" response=""></enter>		
Note: The use of Compensating Controls must also the ROC Template.	be documented in Appendix C of			



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.2.5.2.a Examine documented response procedures to verify that procedures for responding to the detection of cleartext PAN outside the CDE are defined and include all elements specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documented response procedures examined for this testing procedure.	<enter here="" response=""></enter>
A3.2.5.2.b Interview personnel and examine records of response actions to verify that remediation activities are performed when cleartext PAN is	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
detected outside the CDE. Identify the evidence reference number(s) from Section 6 of the ROC Template for all records of response actions examined for this testing procedure.		<enter here="" response=""></enter>

A3.2.6 Mechanisms are implemented for detecting and preventing cleartext PAN from leaving the CDE via an unauthorized channel, method, or process, including mechanisms that are:

- Actively running.
- Configured to detect and prevent cleartext PAN leaving the CDE via an unauthorized channel, method, or process.
- Generating audit logs and alerts upon detection of cleartext PAN leaving the CDE via an unauthorized channel, method, or process.

PCI DSS Reference: Scope of PCI DSS Requirements, Requirement 12

Assessment Findings (select one)					
In Place Not Applicable			Not in Place		
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		<enter resp<="" td=""><td>onse Here></td></enter>	onse Here>		



Validation Method – Customized Approach This requirement is not eligible for the customized approach. Validation Method – Defined Approach Indicate whether a Compensating Control was used: ☐ Yes ☐ No If "Yes", Identify the aspect(s) of the requirement where the Compensating <Enter Response Here> Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template. **Reporting Details: Testing Procedures Reporting Instructions** Assessor's Response A3.2.6.a Examine documentation and **Identify** the evidence reference number(s) <Enter Response Here> from Section 6 of the ROC Template for all observe implemented mechanisms to verify that the mechanisms are in documentation examined for this testing accordance with all elements specified procedure. in this requirement. **Identify** the evidence reference number(s) <Enter Response Here> from Section 6 of the ROC Template for all observation(s) of the implemented mechanisms for this testing procedure. <Enter Response Here> A3.2.6.b Examine audit logs and **Identify** the evidence reference number(s) alerts, and interview responsible from Section 6 of the ROC Template for all personnel to verify that alerts are audit logs and alerts examined for this investigated. testing procedure. **Identify** the evidence reference number(s) <Enter Response Here> from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.



A3.2.6.1 Response procedures are implemented to be initiated upon the detection of attempts to remove cleartext PAN from the CDE via an unauthorized channel, method, or process. Response procedures include:

- Procedures for the prompt investigation of alerts by responsible personnel.
- Procedures for remediating data leaks or process gaps, as necessary, to prevent any data loss.

PCI DSS Reference: Requirement 12

Assessment Findings (select one)				
In Place	Not Applicable			Not in Place
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		•	<enter here="" response=""></enter>	
	Validation Method – Custom	nized <i>A</i>	Approach	
This requirement is not eligible for the customized ap	pproach.			
	Validation Method – Defin	ed Ap	proach	
Indicate whether a Compensating Control was used:		□ Yes	□ Yes □ No	
If "Yes", Identify the aspect(s) of the requirement we Control(s) was used. Note: The use of Compensating Controls must also the ROC Template.		<enter here="" response=""></enter>		Here>



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
 A3.2.6.1.a Examine documented response procedures to verify that procedures for responding to the attempted removal of cleartext PAN from the CDE via an unauthorized channel, method, or process include all elements specified in this requirement: Procedures for the prompt investigation of alerts by responsible personnel. Procedures for remediating data leaks or process gaps, as necessary, to prevent any data loss. 	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documented response procedures examined for this testing procedure.	<enter here="" response=""></enter>
A3.2.6.1.b Interview personnel and examine records of actions taken when cleartext PAN is detected leaving the CDE via an unauthorized channel, method or process and verify that	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
method, or process and verify that remediation activities were performed. Identify the evidence reference number(s) from Section 6 of the ROC Template for all records of actions taken examined for this testing procedure.		<enter here="" response=""></enter>



Requirement Description

A3.3 PCI DSS is incorporated into business-as-usual (BAU) activities.

PCI DSS Requirement

A3.3.1 Failures of critical security control systems are detected, alerted, and addressed promptly, including but not limited to failure of:

- Network security controls
- IDS/IPS
- FIM
- Anti-malware solutions
- · Physical access controls
- Logical access controls
- Audit logging mechanisms
- Segmentation controls (if used)
- Automated audit log review mechanisms. This bullet is a best practice until 31 March 2025, after which they will be required as part of Requirement A3.3.1
 and must be fully considered during a PCI DSS assessment.
- Automated code review tools (if used). This bullet is a **best practice** until **31 March 2025**, after which they will be required as part of Requirement A3.3.1 and must be fully considered during a PCI DSS assessment.

PCI DSS Reference: Requirements 1-12

Assessment Findings (select one) In Place Not Applicable Not in Place Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions. Assessment Findings



Validation Method – Customized Approach					
This requirement is not eligible for the c	This requirement is not eligible for the customized approach.				
	Validation Method – Def	fined Approach			
Indicate whether a Compensating Cont	rol was used:	□ Yes □ No			
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.		<enter here="" response=""></enter>			
Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response			
A3.3.1.a Examine documented policies and procedures to verify that processes are defined to promptly detect, alert, and address critical security control failures in accordance with all elements specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documented policies and procedures examined for this testing procedure.	<enter here="" response=""></enter>			
A3.3.1.b Examine detection and alerting processes, and interview personnel to verify that processes are implemented for all critical security controls specified in this requirement	Identify the evidence reference number(s) from Section 6 of the ROC Template for all detection and alerting processes examined for this testing procedure.	<enter here="" response=""></enter>			
and that each failure of a critical security control results in the generation of an alert. Identify the evidence reference number from Section 6 of the ROC Template for interview(s) conducted for this testing procedure.		<enter here="" response=""></enter>			



A3.3.1.2 Failures of any critical security control systems are responded to promptly. Processes for responding to failures in security control systems include:

- Restoring security functions.
- Identifying and documenting the duration (date and time from start to end) of the security failure.
- Identifying and documenting the cause(s) of failure, including root cause, and documenting remediation required to address the root cause.
- Identifying and addressing any security issues that arose during the failure.
- Determining whether further actions are required as a result of the security failure.
- Implementing controls to prevent the cause of failure from reoccurring.
- Resuming monitoring of security controls.

PCI DSS Reference: Requirements 1-12

Assessment Findings (select one)				
In Place	Not Applicable			Not in Place
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.			<enter here="" response=""></enter>	
	Validation Method – Custo	mize	d Approach	
This requirement is not eligible for the customized ap	proach.			
	Validation Method – Def	ined <i>i</i>	Approach	
Indicate whether a Compensating Control was used:		□Y€	es 🗆 No	
If "Yes", Identify the aspect(s) of the requirement who Control(s) was used. Note: The use of Compensating Controls must also be of the ROC Template.	·	<ent< td=""><td>er Response He</td><th>ere></th></ent<>	er Response He	ere>



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.3.1.2.a Examine documented policies and procedures and interview personnel to verify processes are defined and implemented to respond	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documented policies and procedures examined for this testing procedure.	<enter here="" response=""></enter>
promptly to a security control failure in accordance with all elements specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
A3.3.1.2.b Examine records to verify that security control failures are documented to include:	Identify the evidence reference number(s) from Section 6 of the ROC Template for all records examined for this testing	<enter here="" response=""></enter>
 Identification of cause(s) of the failure, including root cause. 	procedure.	
 Duration (date and time start and end) of the security failure. 		
Details of the remediation required to address the root cause.		



A3.3.2 Hardware and software technologies are reviewed at least once every 12 months to confirm whether they continue to meet the organization's PCI DSS requirements.

PCI DSS Reference: Requirements 2, 6, 12.

Assessment Findings (select one)				
In Place	Not Applicable		Not in Place	
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Re Assessment Findings in the ROC Template Instruction."		<enter here="" response=""></enter>		
Validation Method – Customized Approach				
This requirement is not eligible for the customized approach.				
Validation Method – Defined Approach				
Indicate whether a Compensating Control was used: □		□ Yes □ No		
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used.		Enter Response He	ere>	
Note: The use of Compensating Controls must also be of the ROC Template	pe documented in Appendix C			



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.3.2.a Examine documented policies and procedures and interview personnel to verify processes are defined and implemented to review hardware and software technologies	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documented policies and procedures examined for this testing procedure.	<enter here="" response=""></enter>
to confirm whether they continue to meet the organization's PCI DSS requirements.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
A3.3.2.b Review the results of the recent reviews of hardware and software technologies to verify reviews are performed at least once every 12 months.	Identify the evidence reference number(s) from Section 6 of the ROC Template for the results of the recent reviews examined for this testing procedure.	<enter here="" response=""></enter>
A3.3.2.c Review documentation to verify that, for any technologies that have been determined to no longer meet the organization's PCI DSS requirements, a plan is in place to remediate the technology.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documentation examined for this testing procedure.	<enter here="" response=""></enter>



A3.3.3 Reviews are performed at least once every three months to verify BAU activities are being followed. Reviews are performed by personnel assigned to the PCI DSS compliance program (as identified in A3.1.3), and include:

- Confirmation that all BAU activities, including A3.2.2, A3.2.6, and A3.3.1, are being performed.
- Confirmation that personnel are following security policies and operational procedures (for example, daily log reviews, ruleset reviews for network security controls, and configuration standards for new systems).
- Documenting how the reviews were completed, including how all BAU activities were verified as being in place.
- Collection of documented evidence as required for the annual PCI DSS assessment.
- Review and sign-off of results by personnel assigned responsibility for the PCI DSS compliance program, as identified in A3.1.3.
- Retention of records and documentation for at least 12 months, covering all BAU activities.

PCI DSS Reference: Requirements 1-12

Assessment Findings (select one)				
In Place	Not Applicable		Not in Place	
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		<enter here="" response=""></enter>		



Validation Method – Customized Approach			
This requirement is not eligible for the customized approach.			
Validation Method – Defined Approach			
Indicate whether a Compensating Cont	rol was used:	□ Yes □ No	
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented Appendix C of the ROC Template.		<enter here="" response=""></enter>	
Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response	
A3.3.a Examine policies and procedures to verify that processes are defined for reviewing and verifying BAU activities in accordance with all elements specified in this requirement.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all policies and procedures examined for this testing procedure.	<enter here="" response=""></enter>	
A3.3.3.b Interview responsible personnel and examine records of reviews to verify that: Reviews are performed by	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>	
personnel assigned to the PCI DSS compliance program. Reviews are performed at least once every three months.	Identify the evidence reference number(s) from Section 6 of the ROC Template for all records of reviews examined for this testing procedure.	<enter here="" response=""></enter>	



Requirement Description

A3.4 Logical access to the cardholder data environment is controlled and managed.

PCI DSS Requirement

A3.4.1 User accounts and access privileges to in-scope system components are reviewed at least once every six months to ensure user accounts and access privileges remain appropriate based on job function, and that all access is authorized.

PCI DSS Reference: Requirement 7

Assessment Findings (select one)				
In Place	Not Applicat	ole		Not in Place
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.			<enter here="" response=""></enter>	
Validation Method – Customized Approach				
This requirement is not eligible for the customized ap	proach.			
Validation Method – Defined Approach				
Indicate whether a Compensating Control was used:		□ Yes □ No		
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.		<ent< td=""><td>ter Response H</td><th>ere></th></ent<>	ter Response H	ere>



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
 A3.4.1 Interview responsible personnel and examine supporting documentation to verify that: User accounts and access 	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
 privileges are reviewed at least every six months. Reviews confirm that access is appropriate based on job function and that all access is authorized. 	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documentation examined for this testing procedure.	<enter here="" response=""></enter>



Requirement Description

A3.5 Suspicious events are identified and responded to.

PCI DSS Requirement

A3.5.1 A methodology is implemented for the prompt identification of attack patterns and undesirable behavior across systems that includes:

- Identification of anomalies or suspicious activity as it occurs.
- Issuance of prompt alerts upon detection of suspicious activity or anomaly to responsible personnel.
- Response to alerts in accordance with documented response procedures.

PCI DSS Reference: Requirements 10, 12

Assessment Findings (select one)				
In Place	Not Applicat	ole		Not in Place
Describe why the assessment finding was selected. Note: Include all details as noted in the "Required Reporting" column of the table in Assessment Findings in the ROC Template Instructions.		<enter here="" response=""></enter>		
	Validation Method – Custo	mize	d Approach	
This requirement is not eligible for the customized ap	proach.			
Validation Method – Defined Approach				
Indicate whether a Compensating Control was used:			□ Yes □ No	
If "Yes", Identify the aspect(s) of the requirement where the Compensating Control(s) was used. Note: The use of Compensating Controls must also be documented in Appendix C of the ROC Template.		<ent< td=""><td>ter Response H</td><th>lere></th></ent<>	ter Response H	lere>



Testing Procedures	Reporting Instructions	Reporting Details: Assessor's Response
A3.5.1.a Examine documentation and interview personnel to verify a methodology is defined and implemented to identify attack	Identify the evidence reference number(s) from Section 6 of the ROC Template for all documentation examined for this testing procedure.	<enter here="" response=""></enter>
and includes all elements specified in from Section 6 or	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>
A3.5.1.b Examine incident response procedures and interview responsible personnel to verify that: On-call personnel receive prompt	Identify the evidence reference number(s) from Section 6 of the ROC Template for all incident response procedures examined for this testing procedure.	<enter here="" response=""></enter>
 Alerts are responded to per documented response procedures. 	Identify the evidence reference number(s) from Section 6 of the ROC Template for all interview(s) conducted for this testing procedure.	<enter here="" response=""></enter>