

Below is a list of the 22 questions included in **SAQ A** for PCI DSS compliance. These questions are grouped under the applicable PCI DSS requirements for SAQ A, which are **Requirements 2, 8, 9, and 12**. I've summarized each question to help you understand what's being asked.

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## **Requirement 2: Do Not Use Vendor-Supplied Defaults for System Passwords and Other Security Parameters**

### **1. Changing Default Passwords and Settings**

- **Question:** Have you changed all vendor-supplied default passwords and security settings on your systems before installing them on your network?
- **Explanation:** Default passwords are well-known and can be easily exploited. Ensure all defaults are replaced with strong, unique passwords.

### **2. Removing Unnecessary Default Accounts**

- **Question:** Have you removed or disabled any unnecessary default accounts before installing systems on your network?
  - **Explanation:** Unused default accounts can be entry points for attackers. Disable or remove any that aren't needed.
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## **Requirement 8: Identify and Authenticate Access to System Components**

### **3. Assigning Unique User IDs**

- **Question:** Do you assign a unique ID to each person with access to cardholder data or systems?
- **Explanation:** Unique IDs ensure accountability and traceability of actions taken on systems.

### **4. Implementing Strong Authentication Methods**

- **Question:** Do you employ strong authentication methods (like strong passwords) for all users?
- **Explanation:** Strong authentication reduces the risk of unauthorized access.

### **5. Password Policies and Management**

- **Question:** Do you have password policies requiring minimum length, complexity, and regular changes?
- **Explanation:** Robust password policies enhance security by making passwords harder to guess or crack.

### **6. Secure Password Storage and Transmission**

- **Question:** Are passwords securely stored and transmitted (e.g., encrypted)?
- **Explanation:** Protects passwords from being intercepted or accessed in plaintext.

### **7. User Account Management Procedures**

- **Question:** Do you have procedures for adding, deleting, and modifying user accounts and access?

- **Explanation:** Proper account management ensures that only authorized users have access.

#### 8. Removing Inactive User Accounts

- **Question:** Are inactive user accounts removed or disabled within 90 days?
- **Explanation:** Reduces the risk of old accounts being exploited.

#### 9. Physical Access Control for Authentication Devices

- **Question:** Do you ensure that devices used for authentication (like tokens or smart cards) are assigned to individuals and not shared?
  - **Explanation:** Prevents unauthorized use of authentication devices.
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### Requirement 9: Restrict Physical Access to Cardholder Data

#### 10. Physical Access Controls to Systems

- **Question:** Do you use physical security controls to restrict access to systems that store, process, or transmit cardholder data?
- **Explanation:** Physical barriers prevent unauthorized personnel from accessing sensitive areas.

#### 11. Visitor Identification and Logging

- **Question:** Do you properly identify and authorize visitors, and maintain a log of visitor activity to sensitive areas?
- **Explanation:** Keeps track of who is entering sensitive areas and when.

#### 12. Securing Media Containing Cardholder Data

- **Question:** Do you securely store media containing cardholder data in locked areas?
- **Explanation:** Protects physical media (like USB drives, CDs) from unauthorized access.

#### 13. Destruction of Media When No Longer Needed

- **Question:** Do you destroy media containing cardholder data when it's no longer needed, so data cannot be reconstructed?
- **Explanation:** Prevents recovery of sensitive data from discarded media.

#### 14. Logging and Management Approval for Media Movements

- **Question:** Do you maintain strict control over the internal or external distribution of any kind of media that contains cardholder data?
  - **Explanation:** Ensures all movements of sensitive media are tracked and approved.
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### Requirement 12: Maintain a Policy That Addresses Information Security

#### 15. Information Security Policy Documentation

- **Question:** Do you have a documented information security policy that is reviewed at least annually and communicated to all personnel?
- **Explanation:** A formal policy sets the organization's security expectations and responsibilities.

## 16. Daily Operational Security Procedures

- **Question:** Do you have daily operational security procedures consistent with PCI DSS requirements?
- **Explanation:** Ensures ongoing compliance and security in daily activities.

## 17. Security Awareness Program for Personnel

- **Question:** Do you have a security awareness program to educate personnel on the importance of cardholder data security?
- **Explanation:** Training helps employees understand their role in protecting data.

## 18. Incident Response Plan Documentation

- **Question:** Do you have an incident response plan to respond to system breaches or data theft?
- **Explanation:** Preparedness to handle security incidents minimizes damage and recovery time.

## 19. Service Provider List Maintenance

- **Question:** Do you maintain a list of service providers who handle cardholder data, including a description of services provided?
- **Explanation:** Knowing who your service providers are is essential for managing compliance.

## 20. Service Provider PCI DSS Compliance Monitoring

- **Question:** Do you monitor your service providers' PCI DSS compliance status at least annually?
- **Explanation:** Ensures that third parties maintain required security standards.

## 21. Written Agreements with Service Providers

- **Question:** Do you have written agreements with service providers acknowledging their responsibility for cardholder data security?
- **Explanation:** Formal agreements hold service providers accountable.

## 22. Annual Incident Response Plan Testing and Personnel Training

- **Question:** Do you test your incident response plan at least annually and train relevant personnel on their responsibilities?
- **Explanation:** Regular testing and training ensure the plan is effective and everyone knows their role.

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These 22 questions are designed to confirm that you, as a merchant eligible for SAQ A, have appropriate policies and procedures in place to protect cardholder data, even though you outsource all cardholder data functions to third-party service providers. They focus on ensuring that your organization:

- Does not store, process, or transmit cardholder data on your own systems or premises.
- Has proper security policies and procedures.
- Manages and monitors service providers' compliance.
- Maintains physical security controls where applicable.
- Ensures personnel are aware of security responsibilities.

**Note:** While these questions are summaries, it's crucial to refer to the official SAQ A document provided by the PCI Security Standards Council for the exact wording and to ensure full compliance. Consulting with a Qualified Security Assessor (QSA) is also recommended for accurate guidance.