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## **Procedure- PCI Program Charter**

### **Purpose**

The purpose of this program is to establish the ESD Payment Card Industry (PCI) compliance program.

As a managed technology service provider, ESD accesses, stores, processes, and transmits PCI credit card data on behalf of its clients, using ESD and client managed networks, applications, and supporting infrastructure.

The PCI program has been chartered to provide corporate governance, risk management, and compliance guidelines, processes and practices for those ESD PCI-related products and services provided to clients.

### **Scope**

This procedure covers all PCI governance, risk management, and compliance activities for all ESD products and services related to ESD and client systems that access, process, store, or transmit PCI in-scope data which is available currently, or which may be created, or used in the future.

This procedure was created to provide direction to all ESD employees or other personnel who manage and maintain affected ESD products and services.

This procedure also requires all ESD products and services related to ESD and client systems that access, process, store, or transmit PCI in-scope data to comply with the current PCI Data Security Standard (DSS) security control guidelines in place.

### **Completion Criteria**

PCI-related governance, risk management, and compliance policies, processes, and procedures are considered to be Business As Usual (BAU) activities and requirements as long as ESD provides products and services to clients that access, process, store, or transmit PCI in-scope data which is available currently, or which may be created, or used in the future.

### **Program Objectives**

The ESD PCI program objectives include the following:

- Follow the current PCI DSS security control guidelines and implement them on all ESD products and services related to ESD and client systems that access, process, store, or transmit PCI in-scope data which is available currently, or which may be created, or used in the future.
- Meet or exceed the current PCI DSS compliance assessment requirements for all third-party assessment required by clients.