



System and Organization Controls Report (SOC 2® TYPE 2)

Report on Earnnest LLC's Description of Its Earnnest Digital Escrow System and on the Suitability of the Design and Operating Effectiveness of Its Controls Relevant to Security Throughout the Period November 6, 2021, to February 5, 2022



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SECTION 1: INDEPENDENT SERVICE AUDITOR'S REPORT

INDEPENDENT SERVICE AUDITOR'S REPORT

To: Earnnest LLC

Scope

We have examined Earnnest LLC's ('Earnnest' or 'the Service Organization') description of its Earnnest Digital Escrow System found in Section 3 titled "Earnnest LLC's Description of its Earnnest Digital Escrow System" throughout the period November 6, 2021, to February 5, 2022 ("description") based on the criteria for a description of a service organization's system set forth in *DC 200, 2018 Description Criteria for a Description of a Service Organization's System in a SOC 2® Report* (AICPA, *Description Criteria*), (description criteria) and the suitability of the design and operating effectiveness of controls stated in the description throughout the period November 6, 2021, to February 5, 2022, to provide reasonable assurance that Earnnest's service commitments and system requirements were achieved based on the trust services criteria relevant to Security (applicable trust services criteria) set forth in *TSP 100, 2017 Trust Services Criteria for Security, Availability, Processing Integrity, Confidentiality, and Privacy* (AICPA, *Trust Services Criteria*).

Earnnest uses Google's Google Cloud Platform for hosting services. The description indicates that complementary subservice organization controls that are suitably designed and operating effectively are necessary, along with controls at Earnnest to achieve Earnnest's service commitments and system requirements based on the applicable trust services criteria. The description presents Earnnest's controls, the applicable trust services criteria, and the types of complementary subservice organization control assumed in the design of Earnnest's controls. The description does not disclose the actual controls at the subservice organization. Our examination did not include the services provided by the subservice organization, and we have not evaluated the suitability of the design or operating effectiveness of such complementary subservice organization controls.

The description indicates that certain complementary user entity controls that are suitably designed and operating effectively are necessary, along with controls at Earnnest, to achieve Earnnest's service commitments and system requirements based on the applicable trust services criteria. The description presents Earnnest's controls, the applicable trust services criteria, and the complementary user entity controls assumed in the design of Earnnest's controls. Our examination did not include such complementary user entity controls and we have not evaluated the suitability of the design or operating effectiveness of such controls.

Service Organization's Responsibilities

Earnnest is responsible for its service commitments and system requirements and for designing, implementing, and operating effective controls within the system to provide reasonable assurance that Earnnest's service commitments and system requirements were achieved. In Section 2,

Earnnest has provided the accompanying assertion titled “Earnnest LLC’s Management Assertion” (assertion) about the description and the suitability of the design and operating effectiveness of controls stated therein. Earnnest is also responsible for preparing the description and assertion, including the completeness, accuracy, and method of presentation of the description and assertion; providing the services covered by the description; selecting the applicable trust services criteria and stating the related controls in the description; and identifying the risks that threaten the achievement of the service organization’s service commitments and system requirements.

Service Auditor’s Responsibilities

Our responsibility is to express an opinion on the description and on the suitability of design and operating effectiveness of controls stated in the description based on our examination. Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform our examination to obtain reasonable assurance about whether, in all material respects, the description is presented in accordance with the description criteria and the controls stated therein were suitably designed and operated effectively to provide reasonable assurance that the service organization's service commitments and system requirements were achieved based on the applicable trust services criteria. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

An examination of a description of a service organization’s system and the suitability of the design and operating effectiveness of controls involves—

- obtaining an understanding of the system and the service organization's service commitments and system requirements.
- assessing the risks that the description is not presented in accordance with the description criteria and that controls were not suitably designed or did not operate effectively.
- performing procedures to obtain evidence about whether the description is presented in accordance with the description criteria.
- performing procedures to obtain evidence about whether controls stated in the description were suitably designed to provide reasonable assurance that the service organization achieved its service commitments and system requirements based on the applicable trust services criteria.
- testing the operating effectiveness of controls stated in the description to provide reasonable assurance that the service organization achieved its service commitments and system requirements based on the applicable trust services criteria.
- evaluating the overall presentation of the description.

Our examination also included performing such other procedures as we considered necessary in the circumstances.

Inherent Limitations

The description is prepared to meet the common needs of a broad range of report users and may not, therefore, include every aspect of the system that individual report users may consider important to meet their informational needs. There are inherent limitations in any system of internal control, including the possibility of human error and the circumvention of controls. Because of their nature, controls may not always operate effectively to provide reasonable assurance that the service organization's service commitments and system requirements are achieved based on the applicable trust services criteria. Also, the projection to the future of any conclusions about the suitability of the design or operating effectiveness of controls is subject to the risk that controls may become inadequate because of changes in conditions or that the degree of compliance with the policies or procedures may deteriorate.

Description of Test of Controls

The specific controls we tested and the nature, timing, and results of those tests are listed in Section 4.

Opinion

In our opinion, in all material respects,

- the description presents Earnnest LLC's Earnnest Digital Escrow System that was designed and implemented throughout the period November 6, 2021, to February 5, 2022, in accordance with the description criteria.
- the controls stated in the description were suitably designed throughout the period November 6, 2021, to February 5, 2022, to provide reasonable assurance that Earnnest LLC's service commitments and system requirements would be achieved based on the applicable trust services criteria if its controls operated effectively throughout that period and if the subservice organization and user entities applied the complementary controls assumed in the design of Earnnest LLC's controls throughout that period.
- the controls stated in the description operated effectively throughout the period November 6, 2021, to February 5, 2022, to provide reasonable assurance that Earnnest LLC's service commitments and system requirements were achieved based on the applicable trust services criteria if complementary subservice organization controls and user entity controls assumed in the design of Earnnest's controls operated effectively throughout that period.

Restricted Use

This report is intended solely for the information and use of Earnnest, user entities of Earnnest's Earnnest Digital Escrow System throughout the period November 6, 2021, to February 5, 2022, business partners of Earnnest subject to risks arising from interactions with the Earnnest Digital Escrow System, practitioners providing services to such user entities and business partners, prospective user entities and business partners, and regulators who have sufficient knowledge and understanding of the following:

- The nature of the service provided by the service organization.
- How the service organization's system interacts with user entities, business partners, and other parties.
- Internal control and its limitations.
- Complementary user entity controls and complementary subservice organization controls and how those controls interact with the controls at the service organization to achieve the service organization's service commitments and system requirements.
- User entity responsibilities and how they may affect the user entity's ability to effectively use the service organization's services.
- The applicable trust services criteria.
- The risks that may threaten the achievement of the service organization's service commitments and system requirements and how controls address those risks.

This report is not intended to be, and should not be, used by anyone other than the specified parties.

Insight Assurance LLC

Tampa, Florida

April 20, 2022

SECTION 2: EARNNEST LLC'S MANAGEMENT ASSERTION



EARNNEST LLC'S MANAGEMENT ASSERTION

We have prepared the description of Earnnest LLC's ('Earnnest' or 'the Service Organization') Earnnest LLC's System entitled "Earnnest LLC's Description of its Earnnest Digital Escrow System" throughout the period November 6, 2021, to February 5, 2022 ("description") based on the criteria for a description of a service organization's system set forth in *DC 200, 2018 Description Criteria for a Description of a Service Organization's System in a SOC 2® Report* (AICPA, *Description Criteria*), (description criteria). The description is intended to provide report users with information about the Earnnest Digital Escrow System that may be useful when assessing the risks arising from interactions with the Earnnest Digital Escrow System, particularly information about system controls that Earnnest has designed, implemented, and operated to provide reasonable assurance that its service commitments and system requirements were achieved based on the trust services criteria relevant to Security (applicable trust services criteria) set forth in *TSP 100, 2017 Trust Services Criteria for Security, Availability, Processing Integrity, Confidentiality, and Privacy* (AICPA, *Trust Services Criteria*).

Earnnest uses Google's Google Cloud Platform for hosting services. The description indicates that complementary subservice organization controls that are suitably designed and operating effectively are necessary, along with controls at Earnnest, to achieve Earnnest LLC's service commitments and system requirements based on the applicable trust services criteria. The description presents Earnnest's controls, the applicable trust services criteria, and the types of complementary subservice organization control assumed in the design of Earnnest's controls. The description does not disclose the actual controls at the subservice organization.

The description indicates that complementary user entity controls that are suitably designed and operating effectively are necessary, along with controls at Earnnest, to achieve Earnnest's service commitments and system requirements based on the applicable trust services criteria. The description presents the subservice organization controls, the applicable trust services criteria, and the complementary user entity controls assumed in the design of Earnnest LLC's controls.

We confirm, to the best of our knowledge and belief, that-

- the description presents Earnnest LLC's Earnnest Digital Escrow System that was designed and implemented throughout the period November 6, 2021, to February 5, 2022, in accordance with the description criteria.
- the controls stated in the description were suitably designed throughout the period November 6, 2021, to February 5, 2022, to provide reasonable assurance that Earnnest LLC's service commitments and system requirements would be achieved based on the applicable trust services criteria, and if the subservice organization and user entities applied the complementary controls assumed in the design of Earnnest LLC's controls
- the controls stated in the description operated effectively throughout the period November 6, 2021, to February 5, 2022, to provide reasonable assurance that Earnnest LLC's service commitments and system requirements were achieved based on the applicable trust services criteria if complementary subservice organization controls and

complementary user entity controls assumed in the design of Earnnest LLC's controls operated effectively throughout that period.

Earnnest LLC

April 22, 2022

SECTION 3: EARNNEST LLC'S DESCRIPTION OF ITS EARNNEST DIGITAL ESCROW SYSTEM

EARNNEST LLC'S' DESCRIPTION OF ITS EARNNEST DIGITAL ESCROW SYSTEM

COMPANY BACKGROUND

Earnnest LLC ("Earnnest") is a privately held company established in 2017 that offers Fintech Services. Earnnest is an LLC headquartered in Greenville, SC.

SERVICES OVERVIEW

Earnnest is a digital payments platform that allows for a fully digital transfer of funds in real estate transactions.

PRINCIPAL SERVICE COMMITMENTS AND SYSTEM REQUIREMENTS

Earnnest designs its processes and procedures related to the Earnnest Digital Escrow system ("System") to meet its objectives. Those objectives are based on the service commitments that Earnnest makes to user entities, the laws, and regulations that govern the provision of the services, and the financial, operational, and compliance requirements that Earnnest has established for the services.

Security commitments to user entities are documented and communicated in the Terms of Service and other customer agreements, as well as in the description of the service offering provided online.

Security commitments are standardized and include, but are not limited to, the following:

- Security principles within the fundamental designs of services that are designed to permit system users to access the information they need based on their role in the system while restricting them from accessing information not needed for their role.
- Use of encryption technologies to protect customer data both at rest and in transit
- Use of data retention and data disposal

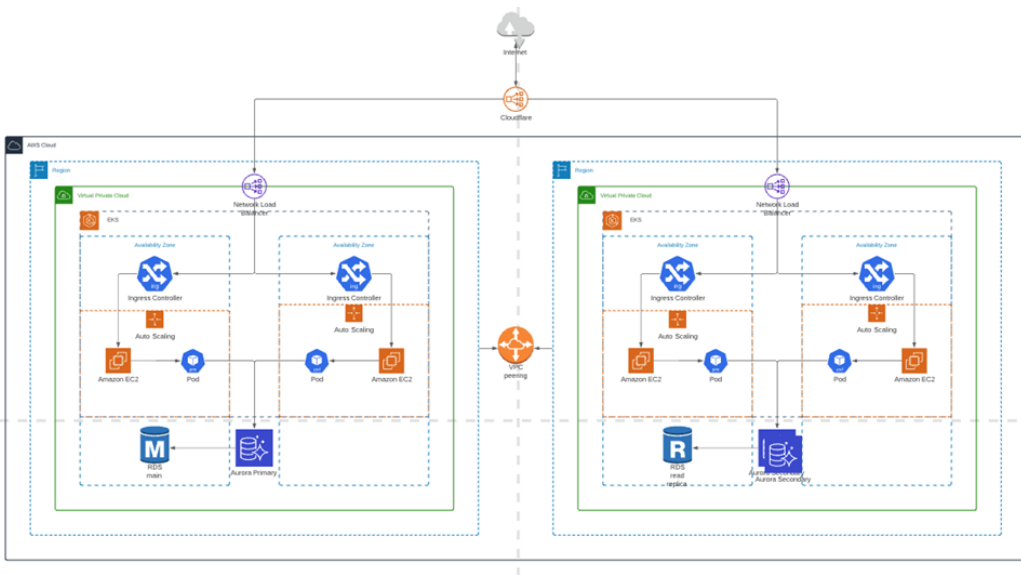
Earnnest establishes operational requirements that support the achievement of security, relevant laws and regulations, and other system requirements. Such requirements are communicated in system policies and procedures, system design documentation, and agreements with customers. Information security policies define an organization-wide approach to how systems and data are protected. These include policies around how the service is designed and developed, how the system is operated, how the internal business systems and networks are managed, and how employees are hired and trained. In addition, how to carry out specific manual and automated processes required in the operation and development of the System.

COMPONENTS OF THE SYSTEM USED TO PROVIDE THE SERVICES

The System description is comprised of the infrastructure, software, people, data and procedures at the service organization.

Infrastructure

Earnnest maintains a system inventory that includes virtual machines (EC2 instances), computers (desktops and laptops), and networking devices (switches and routers). The inventory documents device name, device type, vendor function, OS, location, and notes. To outline the topology of its network, the organization maintains the following network diagrams



AWS Infrastructure

The Earnnest application infrastructure is located at the Amazon Web Services (AWS) data centers. AWS acts as a hosting subservice organization (SSO) for the company. The subservice organization provides the physical security and environmental protection controls, as well as, managed services for Earnnest's infrastructure.

The SSO's network security uses hardware and software-based firewall, intrusion prevention, advanced content filtering, anti-malware, and anti-spam modules. In addition to the firewall, Earnnest uses anti-virus and anti-spyware applications to protect systems from viruses.

Earnnest's Information Security Policy and security procedures ensure that all computer devices (including servers, desktops, printers, etc.) connected to the Earnnest network have proper virus protection software, current virus definition libraries, and the most recent operating system and security patches installed. The IT department verifies that all known and reasonable defenses are in place to reduce network vulnerabilities while keeping the network operating. In the event of a virus threat, the anti-virus system will attempt to delete or quarantine the infected file. If the virus cannot be deleted or quarantined, the infected machine will be disconnected from the network and cleaned manually.

Multiple controls are installed to monitor traffic that could contain malicious programs or code. External perimeter scans are performed annually by a third-party vendor to expose potential vulnerabilities to the production environment and corporate data. Email is scanned at the gateway and in the hosted email environment. Server operating systems utilize anti-virus and

anti-spyware programs. All employee workstation computers have a minimum standard hardware and software configuration. Employees are not allowed to install any software on Earnnest-owned computers. IT staff maintains several replacement computers that can replace workstations in need of repair or maintenance, thereby disrupting the employee's workday as little as possible.

Software

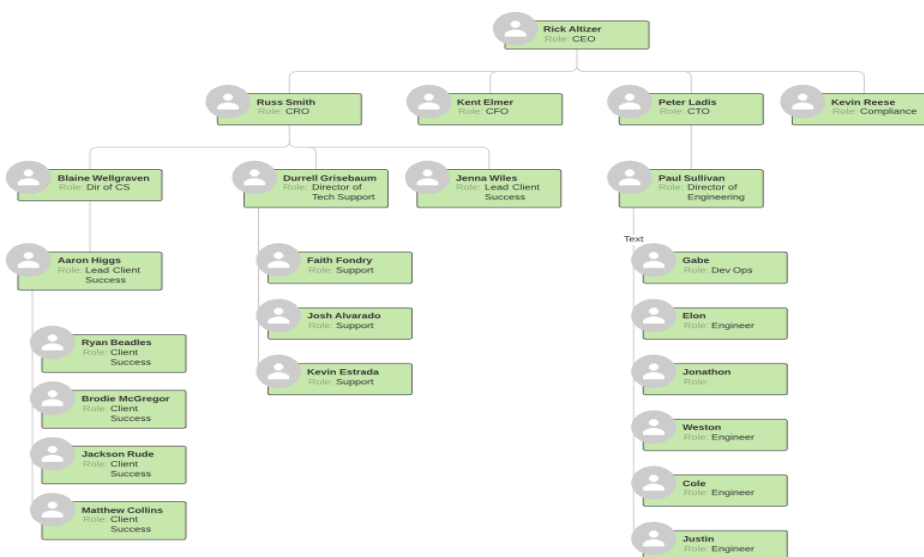
Earnnest maintains a list of critical software in use within its environment. The organization also retains appropriate software license documentation. Critical software in use includes the following:

- Slack
- GitHub
- AWS
- Cloudflare
- Jira
- Salesforce

People

The Earnnest staff provides support to the above services. Earnnest employs dedicated team members to handle all major product functions, including operations, and support. The IT Team monitors the environment, as well as manages data backups and recovery. The Company focuses on hiring the right people for the right job as well as training them both on their specific tasks and on the ways to keep Earnnest and its data secure.

Earnnest's corporate structure includes the following roles:



Chief Executive Officer (CEO) – Handles the strategic direction of the organization. The CEO assigns authority and responsibility to key management personnel with the skills and experience necessary to carry out their assignments.

Chief Technology Officer – Responsible for the technological direction and advancements of the organization. Directs the operations, engineering, and support teams to efficiently create/present new services, maintain existing ones, and help support the Earnnest customer based using the service.

CRO – This role is responsible for customer relations and working closely with both the Marketing Director and the Sales to ensure there is transparency between marketing and sales efforts. The CRO is responsible for the company's financial goals and KPI's associated with the Sales efforts

Sales - Primary role for outbound reach to prospects and completing sales. They are also responsible for the maintenance and renewals of existing customer contracts.

Operations and Support – This role includes the support team and crosses over to the engineering team. It is primarily responsible for daily support aspects of the business. This includes but is not limited to the support of end-users with day-to-day issues, as well as assisting in the onboarding, implementation, and migrations of new and existing customers as part of their ongoing maintenance.

Data

Customer data is managed, processed, and stored in accordance with the relevant data protection and other regulations, with specific requirements formally established in customer agreements. Customer data is captured which is utilized by Earnnest in delivering its Digital Escrow services.

Information takes many forms. It may be stored on computers, transmitted across networks, printed or written on paper, and spoken in conversations. All employees and contractors of Earnnest are obligated to respect and, in all cases, to protect confidential and private data. Customer information, employment-related records, and other intellectual property-related records are, subject to limited exceptions, confidential as a matter of law. Many other categories of records, including company and other personnel records, and records relating to Earnnest's business and finances are, as a matter of Earnnest policy, treated as confidential. Responsibility for guaranteeing appropriate security for data, systems, and networks is shared by the Client Services and IT Departments. IT is responsible for designing, implementing, and maintaining security protection and retains responsibility for ensuring compliance with the policy. In addition to management and the technology staff, individual users are responsible for the equipment and resources under his or her control.

Earnnest has policies and procedures in place to ensure prior retention and disposal of confidential and private data. The retention and data destruction policies define the retention periods and proper destruction procedures for the disposal of data. These policies are reviewed at least annually. The destruction of data is a multi-step process. Client data is deleted upon

termination of the contract. A ticket is created and assigned to the product team and system engineering team to coordinate the deletion of the data. First, all files received or generated from the client are identified and deleted by the system engineering team then the product team deletes all user-related data.

Electronic communications are treated with the same level of confidentiality and security as physical documents. Networks are protected by enterprise-class firewalls and appropriate enterprise-class virus protection is in place. Passwords protection with assigned user rights is required for access to the network, application, and databases. Access to the network, application, and databases is restricted to authorized internal and external users of the system to prohibit unauthorized access to confidential data. Additionally, access to data is restricted to authorized applications to prevent unauthorized access outside the boundaries of the system.

Procedures

Formal IT policies and procedures exist that describe logical access, computer operations, change management, incident management, and data communication standards in order to obtain the stated objectives for network and data security, data privacy, and integrity for both the company and its clients and define how services should be delivered. These are communicated to employees and located within the organization's intranet.

Reviews and changes to these policies and procedures are performed annually and are approved by senior management

Physical Security and Environmental Controls

The Company's production servers are maintained at AWS' data centers and the physical security and environmental protection are the responsibility of the subservice organization. Management obtains and reviews SOC reports annually.

Logical Access

The SSO handles the network, physical host, and virtual server infrastructure. Earnnest handles the administrative responsibilities involved in supporting the web, application, database components of the platform Earnnest has full access to log into their servers remotely using secure shell (SSH) or Windows Remote Desktop, depending on the platform. Dedicated firewalls are used to restrict administrative access to servers. Appropriate firewall rules are in place to restrict access to customer data and to limit the possibility of disruptions to customer operations from unauthorized users.

Logical access to Earnnest's networks, applications, and data is limited to properly authorized individuals. For both the client-hosted network and the Earnnest local network, logical access is controlled via standard user authentication credentials (user ID and password). No other outside access is permitted.

Change Management

For internally developed software platforms/solutions, Earnnest uses an agile-based SDLC process, which includes research and planning, analysis and design, initial development, and quality assurance (QA) testing before the final release. All software development activities follow the internal project-related business process model.

Earnnest has a Change Management Policy in place to control information resources that require an outage for planned upgrades, maintenance, or fine-tuning. Additionally, unplanned outages may occur that may result in upgrades, maintenance, or fine-tuning. The purpose of the Change Management Policy is to manage changes in a rational and predictable manner so that staff and clients can plan accordingly. Changes require forethought, monitoring, and follow-up evaluation to reduce negative impact to the user community and to increase the value of Information Resources. The Earnnest Change Management Policy applies to all individuals that install, operate, or maintain Information Resources.

Patch Management

Earnnest takes a proactive approach to patch management. The CTO and engineers regularly monitor various websites, message boards, and mailing lists where advanced notifications of bug-related patches are often disclosed prior to a public announcement by the vendor. This allows the company to plan for upcoming patches.

The networking team reviews the availability of patches and independently determines if it is necessary to deploy within the production environment. Approved patches are scheduled for installation in the test environment weekly as applicable. If there are no issues in the test environment after a week, the patch will be applied to the production environment.

Backup and Recovery

Earnnest maintains real-time, full system replication of the production platform between the East and West AWS datacenters.

In addition, Earnnest servers utilize S3 full and incremental backups. The retention period for these jobs is 60 days with a rotation period of daily incremental backups and one full backup job. Jobs are run nightly on a regular schedule with schedules distributed based on server function. Emails are generated on job completion and reviews are completed daily with additional monitoring via Datadog and AWS cloud watch service alerts. Weekly backup summary emails are also generated.

All backups are encrypted and stored onsite in the dedicated backup servers.

Problem Management

Earnnest maintains an Incident Response Policy that describes the process for identifying and addressing potential security incidents. The policy details exactly what must occur if an incident is suspected and covers both electronic and physical security incidents. Plans for detecting, responding to, and recovering from incidents are included in the policy, and post-incident activity

requirements are defined. To ensure responsible employees are prepared to respond to incidents, the organization provides formal security breach training.

The organization provides a customer service request form where clients can report potential security breaches, and clients are also provided an email and phone number for this same purpose. Internal users are directed to report incidents through an internal portal for documentation and tracking purposes.

System Monitoring

The Network Security and Vulnerability Management Policy describe the organization's policies and procedures related to network logging and monitoring as well as vulnerability identification and remediation. The organization uses CloudWatch for system logging within the AWS environment, and the organization collects logs from the office router and firewall. CloudWatch logs and the router and firewall logs document source IP, destination IP, destination port, protocol type, and timestamp. The organization monitors system capacity using Datadog.

Datadog is used for threat detection purposes, and the tool generates logs, VPC flow logs, and DNS logs for intrusion detection.

The vulnerability assessment process involves the execution of CIS testing, implementation of antivirus software, and system patching. The organization uses Bitdefender antivirus and has configured the software to run updates daily and prohibit end-users from disabling or altering the software. Alerts are sent immediately when a potential virus is detected, and logs are generated and retained for at least one year with at least three months readily available. AWS Inspector is used to identify newly emerging vulnerabilities, and the organization monitors vendors, for patch updates to correct vulnerabilities

Vendor Management

The organization maintains a Vendor Management Policy that includes requirements for interacting with vendors/service providers. The policy includes requirements for performing due diligence measures prior to engaging with a new provider. Due diligence procedures include evaluating each material IT vendors' cost-effectiveness, functionality/services, risk, financial viability, compliance, and performance. The organization is required to define service levels when negotiating an arrangement with a new vendor or re-negotiating an existing arrangement, and all service levels are agreed upon and documented clearly. The organization monitors its providers' service levels to ensure each provider is providing the agreed-upon services and is compliant with all requirements. The organization executes non-disclosure agreements with third parties before any information is shared.

RELEVANT ASPECTS OF THE CONTROL ENVIRONMENT, RISK ASSESSMENT PROCESS, CONTROL ACTIVITIES, INFORMATION AND COMMUNICATION, AND MONITORING

The security category and applicable trust services criteria were used to evaluate the suitability of the design of controls stated in the description. The Security criteria and the controls designed, implemented, and operated to meet them ensure that the system is protected against unauthorized access (both physical and logical). The controls supporting the applicable trust services security, criteria are included in section 4 of this report. Although the applicable trust services criteria and related controls are included in section 4, they are an integral part of the Earnnest's description of its system.

CONTROL ENVIRONMENT

The control environment is the set of standards, processes, and structures that provide the basis for carrying out internal control across an organization. The organizational structure, separation of job responsibilities by departments and business function, documentation of policies and procedures, and internal audits are the methods used to define, implement and assure effective operational controls. The Board of Directors and/or senior management establish the tone at the top regarding the importance of internal control and expected standards of conduct.

Management Philosophy, Integrity, and Ethical Values

Earnnest's control environment reflects the philosophy of senior management concerning the importance of the security of data. Integrity and ethical values are essential elements of Earnnest's control environment. Management is responsible for setting the tone at the top, establishing, communicating, and monitoring control policies and procedures.

Formal policies, code of conduct, and employee handbooks are documented and communicated to employees to ensure that entity values, ethics, integrity, and behavioral standards are a primary focus and risks are mitigated in daily operations. In addition, a sanctions policy is in place to address deviations from established security and personnel standards.

Management's philosophy and operating style affect the way the entity is managed, including the kinds of business risks accepted. Earnnest places a great deal of importance on working to ensure that the integrity of processing is a primary focus and that controls are maximized to mitigate risk in daily operations. Management and specific teams are structured to ensure the highest level of integrity and efficiency in customer support and transaction processing.

Formal job descriptions and departmental meetings and staff interactions ensure communication of organizational values, ethics, and behavior standards. Personnel operates under Earnnest's policies and procedures, including confidentiality agreements and security policies. Annual training is conducted to communicate regulations and the importance of privacy and security. Management is committed to being aware of regulatory and economic changes that impact lines of business and monitoring the customer base for trends, changes, and anomalies.

Commitment to Competence

Earnnest has standardized human resource policies and procedures. The result is a uniform set of practices that provide equitable hiring and advancement opportunities across the organization.

Training and development opportunities are provided to staff and performance evaluations are performed to communicate goals based on job responsibilities and address any performance issues.

Employees are trained on their specific roles and policies through on-the-job training and procedures are reviewed. Management communicates any changes to these policies on an ongoing basis and policies are updated as needed. In order to protect confidential internal and client information employees are prohibited from divulging any information regarding client affairs or taking action, not in the interests of the client or Earnnest.

Human Resources Policies and Procedures

Earnnest has formal hiring procedures that are designed to ensure that new team members are able to meet or exceed the job requirements and responsibilities. All candidates go through interviews and assessments of their education, professional experience, and certifications. Background checks are performed for all newly hired employees before the start date and include a review of their education and criminal records.

During the onboarding process, the new employees review the Employee Handbook, Code of Conduct, and any other relevant policies and procedures relevant to their role. Newly hired employees are required to sign an acknowledgment of receipt and understanding of the Employee Handbook and Code of Conduct. These policies and procedures are also available to employees through the internal policies repository. Security awareness training is also completed at least annually by all employees that include the areas of security and confidentiality to communicate the security implications around their roles and how their actions could affect the organization.

Ongoing performance feedback is provided to all employees and contractors. Formal performance reviews are completed annually by management to discuss expectations, goals, and the employee's performance for the last fiscal year.

Risk Assessment Process

Earnnest regularly reviews the risks that may threaten the achievement of its service commitments and system requirements related to security. The Risk assessment process is performed by management to identify and manage risks and consider possible changes in the internal and external environment to mitigate these risks. Risk mitigation activities include the prevention, mitigation, and detection of risk via the implementation of internal controls. In addition, management also transfers risk through the organization's business insurance policies.

The Earnnest management team and other members of the engineering team monitor risk on an ongoing basis using information derived from employee input, system morning, audit results, industry experience, business environment, and internal system and/or process changes.

On an annual basis, management completes a risk assessment as part of the annual risk management activities. Risks identified during the annual risk assessment process include the following:

- Operational Risk
- Strategic Risk
- Compliance Risk
- Fraud Risk
- Environmental Risk

CONTROL ACTIVITIES

Control activities are the actions established by policies and procedures to help ensure that management directives to mitigate risks to the achievement of objectives are executed. Control activities are performed at all levels of the organization and various stages within business processes, and over the technology environment.

INFORMATION AND COMMUNICATION SYSTEMS

Earnnest has an information security policy to help ensure that employees understand their roles and responsibilities concerning processing and controls to ensure significant events are communicated in a timely manner. These include formal and informal training programs and the use of email to communicate time-sensitive information and processes for security that notify the key personnel in the event of problems.

Additional communication methods include department meetings to communicate company policies, procedures, industry or business issues, or other topics management deems key to the achievement of the organization's objectives. Communication is encouraged at all levels to promote the operating efficiency of Earnnest.

Earnnest also updates their website on an ongoing basis to inform clients and other external parties of company and industry-related issues that could affect their services and what steps the company is taking to reduce or avoid the impact to their operations. The organization's security commitments regarding the Fintech services system are included in the services agreement.

MONITORING CONTROLS

In addition to daily oversight, vulnerability assessments, management uses monitoring software to monitor the security and availability of their systems. Ongoing monitoring of internal controls is also performed by management.

Monitoring of the Subservice Organization

Earnnest uses a subservice organization to provide hosting services.

Management of Earnnest receives and reviews the SOC 2 report of AWS on an annual basis. In addition, through its daily operational activities, the management of Earnnest monitors the

services performed by AWS to ensure that operations and controls expected to be implemented at the subservice organization are functioning effectively.

Trust Services Categories

The security category and applicable trust services criteria were used to evaluate the suitability of the design of controls stated in the description. Criteria and controls designed, implemented, and operated to meet them ensure that information, systems, and access (physical and logical) are protected against unauthorized access, systems are available for operation and use.

Control Activities and Criteria

The Company's trust services criteria and related control activities are included in Section 4 of this report to eliminate the redundancy that would result from listing them here in Section 3 and repeating them in Section 4. Although the trust services criteria and related control activities are included in Section 4, they are, nevertheless, an integral part of Earnnest LLC's description of controls.

For specific criterion, which was deemed not relevant to the system, see Section 4 for the related explanation.

CHANGES TO THE SYSTEM DURING THE PERIOD

No significant changes have occurred to the services provided to user entities during the examination period.

SYSTEM INCIDENTS DURING THE PERIOD

No significant incidents have occurred to the service provided to user entities during the examination period.

COMPLEMENTARY SUBSERVICE ORGANIZATION CONTROLS (CSOCS)

Earnnest's controls related to the System cover only a portion of overall internal control for each user entity of Earnnest. It is not feasible for the trust services criteria related to the System to be achieved solely by Earnnest. Therefore, each user entity's internal controls should be evaluated in conjunction with Earnnest's controls and the related tests and results described in Section 4 of this report, taking into account the related complementary subservice organization controls expected to be implemented at the subservice organization as described below.

	Complementary Subservice Organization Controls (CUEC)	Related Criteria
1.	AWS is responsible for maintaining physical security and environmental protection controls over the data centers hosting the Earnnest infrastructure.	CC4.1.4 CC6.4.1 CC9.2.1

	Complementary Subservice Organization Controls (CUEC)	Related Criteria
2.	AWS is responsible for the destruction of physical assets hosting the production environment.	CC6.5.3

COMPLEMENTARY USER ENTITY CONTROLS (CUECs)

Earnnest LLC's controls related to the Earnnest Digital Escrow System only cover a portion of the overall internal controls for each user entity. It is not feasible for the applicable trust service criteria related to the system to be achieved solely by Earnnest LLC control procedures. Accordingly, user entities, in conjunction with the services, should establish their own internal controls or procedures to complement those of Earnnest LLC.

User auditors should determine whether the following controls have been in place in operation at the user organization:

- Controls to provide reasonable assurance that user access including the provisioning and deprovisioning are designed appropriately and operating effectively.
- User entities are responsible for reporting issues with Earnnest's systems and platforms.
- User entities are responsible for understanding and complying with their contractual obligations to Earnnest.
- User entities are responsible for notifying Earnnest of changes made to the administrative contact information.

SECTION 4: TRUST SERVICES CATEGORY, CRITERIA, RELATED CONTROLS AND TEST OF CONTROLS

Trust Services Category, Criteria, Related Controls, and Test of Controls

This SOC 2 Type 2 report was prepared in accordance with the AICPA attestation standards and has been performed to examine the suitability of the design and operating effectiveness of controls to meet the criteria for the Security category set forth in TSP section 100, 2017 Trust Services Criteria for Security, Availability, Processing Integrity, Confidentiality, and Privacy (AICPA, Trust Services Criteria) throughout the period November 6, 2021, to February 5, 2022.

The trust services category for the Security criteria and related controls specified by Earnnest are presented in Section 4 of this report.

Test procedures performed in connection with determining the operating effectiveness of controls detailed here in section 4 are described below:

- Inquiries - Inquiry of appropriate personnel and corroboration with management
- Observation - Observation of the application, performance, or existence of the control.
- Inspection - Inspection of documents and reports indicating the performance of the control.
- Reperformance - Reperformance of the control.

CONTROL ACTIVITIES SPECIFIED BY THE SERVICE ORGANIZATION

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ENVIRONMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 1: The entity demonstrates a commitment to integrity and ethical values.			
CC1.1.1	The company has an approved Employee Handbook and Code of Conduct that is reviewed annually and updated as needed.	Inspected Earnnest's Code of Conduct to determine that it was in place and approved by management.	No exceptions noted.
CC1.1.2	The company requires employees to acknowledge Code of Conduct at the time of hire and annually thereafter. Employees who violate the Code of Conduct are subject to disciplinary actions in accordance with a disciplinary policy.	Inspected the Code of Conduct acknowledgments for a sample of new hires during the examination period to determine that the Code of Conduct was reviewed during onboarding.	No exceptions noted.
		Inspected the Code of Conduct acknowledgments for a sample of employees during the examination period to determine that the Code of Conduct was reviewed at least annually.	No exceptions noted.
CC1.1.3	The company requires employees to review and acknowledge the Information Security policies at the time of hire and annually thereafter.	Inspected the policy acknowledgments for a sample of new employees to determine that the security policies were acknowledged during onboarding.	No exceptions noted.
		Inspected the policy acknowledgments for a sample of employees to determine that security policies were acknowledged at least annually.	No exceptions noted.
CC1.1.4	The company managers are required to complete performance evaluations for direct reports at least annually.	Inspected the performance evaluations for a sample of employees during the examination period to determine that performance evaluations are performed periodically.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ENVIRONMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC1.1.5	The company performs background checks on new employees.	Inspected a sample of new employees during the examination period to determine that background checks were performed as part of onboarding.	No exceptions noted.
CC1.1.6	The company requires employees to sign a confidentiality agreement during onboarding.	Inspected a sample of confidentiality agreements for a sample of new hires during the examination period to determine that confidentiality agreements were signed during onboarding.	No exceptions noted.
Criteria: COSO Principle 2: The board of directors demonstrates independence from management and exercises oversight of the development and performance of internal control.			
CC1.2.1	The company's board of directors meets at least annually and maintains formal meeting minutes. The board includes directors that are independent of the company.	Inspected the Board of Directors latest meeting minutes to determine that they maintain formal meeting minutes and meet at least annually.	No exceptions noted.
CC1.2.2	The company's Information Security Roles and Responsibilities Policy outlines the Board of Directors' oversight responsibilities for internal control.	Inspected Earnnest's information Security Roles and Responsibilities Policy to determine that the responsibility for the Board of directors was established internally.	No exceptions noted.
Criteria: COSO Principle 3: Management establishes, with board oversight, structures, reporting lines, and appropriate authorities and responsibilities in the pursuit of objectives.			
CC1.3.1	The company maintains an organizational chart that describes the organizational structure and reporting lines.	Inspected Earnnest's organizational chart to determine that organization structure and reporting lines were in place.	No exceptions noted.
CC1.3.2	Roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls are formally assigned in the	Inspected the Information Security Roles and Responsibilities Policy to determine that roles and responsibilities for the design, development, implementation, operation, maintenance, and	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ENVIRONMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	Information Security Roles and Responsibilities Policy.	monitoring of information security controls were in place.	
CC1.3.3	The company requires employees to acknowledge Code of Conduct at the time of hire and annually thereafter. Employees who violate the Code of Conduct are subject to disciplinary actions in accordance with a disciplinary policy.	Inspected the Code of Conduct acknowledgments for a sample of new hires during the examination period to determine that the Code of Conduct was reviewed during onboarding.	No exceptions noted.
		Inspected the Code of Conduct acknowledgments for a sample of employees during the examination period to determine that the Code of Conduct was reviewed at least annually.	No exceptions noted.
Criteria: COSO Principle 4: The entity demonstrates a commitment to attract, develop, and retain competent individuals in alignment with objectives.			
CC1.4.1	The company performs background checks on new employees.	Inspected a sample of new employees during the examination period to determine that background checks were performed as part of onboarding.	No exceptions noted.
CC1.4.2	The company managers are required to complete performance evaluations for direct reports at least annually.	Inspected the performance evaluations for a sample of employees during the examination period to determine that performance evaluations are performed periodically.	No exceptions noted.
CC1.4.3	Roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls are formally assigned in the Information Security Roles and Responsibilities Policy.	Inspected the Information Security Roles and Responsibilities Policy to determine that roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls were in place.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ENVIRONMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC1.4.4	The company requires employees to complete the security awareness training during onboarding and annually thereafter.	Inspected the security awareness training topics to determine that they covered areas to educate personnel on information security topics and the latest trends to protect sensitive data.	No exceptions noted.
		Inspected the training records for a sample of new employees to determine that the security awareness training was completed during onboarding.	Exceptions noted: 2 out of 2 new hires did not complete the security awareness training within the company’s onboarding SLAs.
		Inspected the training records for a sample of employees and contractors to determine that the security awareness training was completed at least annually.	No exceptions noted.
Criteria: COSO Principle 5: The entity holds individuals accountable for their internal control responsibilities in the pursuit of objectives.			
CC1.5.1	The company requires employees to acknowledge Code of Conduct at the time of hire and annually thereafter. Employees who violate the Code of Conduct are subject to disciplinary actions in accordance with a disciplinary policy.	Inspected the Code of Conduct acknowledgments for a sample of new hires during the examination period to determine that the Code of Conduct was reviewed at least annually.	No exceptions noted.
		Inspected the Code of Conduct acknowledgments for a sample of employees during the examination period to determine that the Code of Conduct was reviewed at least annually.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ENVIRONMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC1.5.2	The company managers are required to complete performance evaluations for direct reports at least annually.	Inspected the performance evaluations for a sample of employees during the examination period to determine that performance evaluations are performed periodically.	No exceptions noted.
CC1.5.3	Roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls are formally assigned in the Information Security Roles and Responsibilities Policy.	Inspected the Information Security Roles and Responsibilities Policy to determine that roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls were in place.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
INFORMATION AND COMMUNICATION			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 13: The entity obtains or generates and uses relevant, quality information to support the functioning of internal control.			
CC2.1.1	The company's information security policies and procedures are documented and reviewed at least annually.	Inspected Earnnest's information security policies and procedures to determine that it was in place and approved by management.	No exceptions noted.
CC2.1.2	The company performs control self-assessments at least annually to gain assurance that controls are in place and operating effectively. Corrective actions are taken based on relevant findings.	Inspected Earnnest's instance of Vanta to determine that control self-assessments are performed at least annually, and corrective actions are taken as needed.	No exceptions noted.
CC2.1.3	The company utilizes a log management tool to identify events that may have a potential impact on the company's ability to achieve its security objectives.	Inspected the cloud infrastructure configurations to determine that logging, alarming, and tracking of user activity was enabled.	No exceptions noted.
CC2.1.4	Host-based vulnerability scans are performed at least quarterly on external-facing systems. Critical and high vulnerabilities are tracked to remediation.	Inspected the configuration for the tool that continuously monitors the infrastructure and confirmed that it was active and alerts on vulnerabilities.	No exceptions noted.
		Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
INFORMATION AND COMMUNICATION			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 14: The entity internally communicates information, including objectives and responsibilities for internal control, necessary to support the functioning of internal control.			
CC2.2.1	The company has security incident response policies and procedures that are documented and communicated to authorized users.	Inspected the incident response policy to determine that Incident response procedures for managing security incidents and events were in place and made available to authorized users via the company's third-party compliance tool.	No exceptions noted.
CC2.2.2	Roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls are formally assigned in the Information Security Roles and Responsibilities Policy.	Inspected the Information Security Roles and Responsibilities Policy to determine that roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls were in place.	No exceptions noted.
CC2.2.3	The company requires employees to complete the security awareness training during onboarding and annually thereafter.	Inspected the security awareness training topics to determine that it covered areas to educate personnel on information security topics and the latest trends to protect sensitive data.	No exceptions noted.
		Inspected the training records for a sample of new employees to determine that the security awareness training was completed during onboarding.	Exceptions noted: 2 out of 2 new hires did not complete the security awareness training within the company's onboarding SLAs.
		Inspected the training records for a sample of employees and contractors to determine that the	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
INFORMATION AND COMMUNICATION			
Control Number	Client Controls	Detailed Test of Controls	Test Results
		security awareness training was completed at least annually.	
CC2.2.4	The company's information security policies and procedures are documented and reviewed at least annually.	Inspected Earnnest's information security policies and procedures to determine that it was in place and approved by management.	No exceptions noted.
CC2.2.5	The company provides a description of its products and services to internal and external users.	Inspected Earnnest's network diagram and website to determine that a description of the products and services was available to internal and external users.	No exceptions noted.
CC2.2.6	The company communicates system changes to authorized internal users.	Inspected example email communication to determine that changes were communicated internally.	No exceptions noted.
Criteria: COSO Principle 15: The entity communicates with external parties regarding matters affecting the functioning of internal control.			
CC2.3.1	The company provides a description of its products and services to internal and external users.	Inspected Earnnest's network diagram and website to determine that a description of the products and services was available to internal and external users.	No exceptions noted.
CC2.3.2	The company has the contact information on their website to allow users to report system information on failures, incidents, concerns, and other complaints to appropriate personnel.	Inspected Earnnest's website to verify that it was available for users to report system information to appropriate personnel.	No exceptions noted.
CC2.3.3	The company notifies customers of critical system changes that may affect their processing.	Inspected example email communication to verify that customers are notified of critical system changes.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
RISK ASSESSMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 6: The entity specifies objectives with sufficient clarity to enable the identification and assessment of risks relating to objectives.			
CC3.1.1	The company specifies its objectives to enable the identification and assessment of risk related to the objectives.	Inspected the security risk assessment to determine it included the risks and prioritization.	No exceptions noted.
CC3.1.2	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks associated with the identified threats, and mitigation strategies for those risks.	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.
CC3.1.3	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
RISK ASSESSMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 7: The entity identifies risks to the achievement of its objectives across the entity and analyzes risks as a basis for determining how the risks should be managed.			
CC3.2.1	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks associated with the identified threats, and mitigation strategies for those risks.	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.
CC3.2.2	The company has a Third-Party Management Policy in place. Components of this policy include: - critical third-party vendor inventory; - vendor's security and privacy requirements; and - annual review of critical third-party vendors and subservice organizations.	Inspected Earnnest's Third-Party Management Policy to determine that it was in place and approved.	No exceptions noted.
		Inspected Earnnest's vendor management tool and determined that security documentation, including SOC reports, were collected from sub-service organizations and key vendors and reviewed by management.	No exceptions noted.
		Inspected the list of vendors to confirm that a listing of key vendors was maintained.	No exceptions noted.
CC3.2.3	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
RISK ASSESSMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	how fraud may impact the achievement of objectives		
Criteria: COSO Principle 8: The entity considers the potential for fraud in assessing risks to the achievement of objectives.			
CC3.3.1	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.
CC3.3.2	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks associated with the identified threats, and mitigation strategies for those risks.	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.
Criteria: COSO Principle 9: The entity identifies and assesses changes that could significantly impact the system of internal control.			
CC3.4.1	The company has an Operations Security Policy in place to ensure that system configurations are deployed consistently throughout the environment.	Inspected Earnnest's Operations Security Policy to determine that it was in place and approved by management.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
RISK ASSESSMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC3.4.2	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.
CC3.4.3	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks associated with the identified threats, and mitigation strategies for those risks.	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
MONITORING ACTIVITIES			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 16: The entity selects, develops, and performs ongoing and/or separate evaluations to ascertain whether the components of internal control are present and functioning.			
CC4.1.1	The company performs control self-assessments at least annually to gain assurance that controls are in place and operating effectively. Corrective actions are taken based on relevant findings.	Inspected Earnnest's instance of Vanta to determine that control self-assessments are performed at least annually, and corrective actions are taken as needed.	No exceptions noted.
CC4.1.2	The company has a Third-Party Management Policy in place. Components of this policy include: - critical third-party vendor inventory; - vendor's security and privacy requirements; and - annual review of critical third-party vendors and subservice organizations.	Inspected Earnnest's Third-Party Management Policy to determine that it was in place and approved.	No exceptions noted.
		Inspected Earnnest's vendor management tool and determined that security documentation, including SOC reports, were collected from subservice organizations and key vendors and reviewed by management.	No exceptions noted.
		Inspected the list of vendors to confirm that a listing of key vendors was maintained.	No exceptions noted.
CC4.1.3	Host-based vulnerability scans are performed at least quarterly on external-facing systems. Critical and high vulnerabilities are tracked to remediation.	Inspected the configuration for the tool that continuously monitors the infrastructure and confirmed that it was active and alerts on vulnerabilities.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
MONITORING ACTIVITIES			
Control Number	Client Controls	Detailed Test of Controls	Test Results
		Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.
CC4.1.4	Management contracts with subservice organizations to provide logical and physical access security over its production systems. Management obtains and reviews SOC reports for these subservice organizations on an annual basis.	Inspected the SOC reports and review documentation to verify that management obtained and reviewed the SOC reports for subservice organizations on an annual basis.	No exceptions noted.
Criteria: COSO Principle 17: The entity evaluates and communicates internal control deficiencies in a timely manner to those parties responsible for taking corrective action, including senior management and the board of directors, as appropriate.			
CC4.2.1	The company performs control self-assessments at least annually to gain assurance that controls are in place and operating effectively. Corrective actions are taken based on relevant findings.	Inspected Earnnest's instance of Vanta to determine that control self-assessments are performed at least annually, and corrective actions are taken as needed.	No exceptions noted.
CC4.2.2	The company has a Third-Party Management Policy in place. Components of this policy include: - critical third-party vendor inventory; - vendor's security and privacy requirements; and - annual review of critical third-party vendors and subservice organizations.	Inspected Earnnest's Third-Party Management Policy to determine that it was in place and approved.	No exceptions noted.
		Inspected Earnnest's vendor management tool and determined that security documentation, including SOC reports, were collected from subservice organizations and key vendors and reviewed by management.	No exceptions noted.
		Inspected the list of vendors to confirm that a listing of key vendors was maintained.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ACTIVITIES			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: COSO Principle 10: The entity selects and develops control activities that contribute to the mitigation of risks to the achievement of objectives to acceptable levels.			
CC5.1.1	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks associated with the identified threats, and mitigation strategies for those risks.	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.
CC5.1.2	The company's information security policies and procedures are documented and reviewed at least annually.	Inspected Earnnest's information security policies and procedures to determine that it was in place and approved by management.	No exceptions noted.
CC5.1.3	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.
Criteria: COSO Principle 11: The entity also selects and develops general control activities over technology to support the achievement of objectives.			
CC5.2.1	The company's Access Control Policy documents the requirements for the following	Inspected Earnnest's Access Control Policy to determine that it was in place, approved by	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ACTIVITIES			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	access control functions: - adding new users; - modifying users; and/or - removing an existing user's access.	management, and included requirements for adding, modifying, and removing user's access to key systems.	
CC5.2.2	The company has a formal systems development life cycle (SDLC) methodology in place that governs the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place, approved, and addressed the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	No exceptions noted.
CC5.2.3	The company's information security policies and procedures are documented and reviewed at least annually.	Inspected Earnnest's information security policies and procedures to determine that it was in place and approved by management.	No exceptions noted.
Criteria: COSO Principle 12: The entity deploys control activities through policies that establish what is expected and in procedures that put policies into action.			
CC5.3.1	The company's information security policies and procedures are documented and reviewed at least annually.	Inspected Earnnest's information security policies and procedures to determine that it was in place and approved by management.	No exceptions noted.
CC5.3.2	The company requires changes to software and infrastructure components of the service to be authorized, formally documented,	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place and approved by management.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ACTIVITIES			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	tested, reviewed, and approved prior to being implemented in the production environment.	Inspected the documentation for a sample of changes during the examination period to determine that changes were authorized, formally documented, tested, reviewed, and approved prior to being implemented in the production environment.	No exceptions noted.
CC5.3.3	The company has a formal systems development life cycle (SDLC) methodology in place that governs the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place, approved, and addressed the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	No exceptions noted.
CC5.3.4	The company has security incident response policies and procedures that are documented and communicated to authorized users.	Inspected the incident response policy to determine that Incident response procedures for managing security incidents and events were in place and made available to authorized users via the company's third-party compliance tool.	No exceptions noted.
CC5.3.5	The company specifies its objectives to enable the identification and assessment of risk related to the objectives.	Inspected the security risk assessment to determine it included the risks and prioritization.	No exceptions noted.
CC5.3.6	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CONTROL ACTIVITIES			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	associated with the identified threats, and mitigation strategies for those risks.		
CC5.3.7	Roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls are formally assigned in the Information Security Roles and Responsibilities Policy.	Inspected the Information Security Roles and Responsibilities Policy to determine that roles and responsibilities for the design, development, implementation, operation, maintenance, and monitoring of information security controls were in place.	No exceptions noted.
CC5.3.8	The company has a Third-Party Management Policy in place. Components of this policy include: - critical third-party vendor inventory; - vendor's security and privacy requirements; and - annual review of critical third-party vendors and subservice organizations.	Inspected Earnnest's Third-Party Management Policy to determine that it was in place and approved.	No exceptions noted.
		Inspected Earnnest's vendor management tool and determined that security documentation, including SOC reports, were collected from subservice organizations and key vendors and reviewed by management.	No exceptions noted.
		Inspected the list of vendors to confirm that a listing of key vendors was maintained.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: CC6.1: The entity implements logical access security software, infrastructure, and architectures over protected information assets to protect them from security events to meet the entity's objectives.			
CC6.1.1	The company's Access Control Policy documents the requirements for the following access control functions: - adding new users; - modifying users; and/or - removing an existing user's access.	Inspected Earnnest's Access Control Policy to determine that it was in place, approved by management, and included requirements for adding, modifying, and removing user's access to key systems.	No exceptions noted.
CC6.1.2	The company has a Data Management policy in place to help ensure that confidential data is properly secured and restricted to authorized personnel.	Inspected Earnnest's Data Management Policy to determine that it was in place and approved by management	No exceptions noted.
CC6.1.3	The company's datastores housing sensitive customer data are encrypted at rest.	Inspected the encryption configurations to determine that data was encrypted at rest.	No exceptions noted.
CC6.1.4	The company restricts privileged access to encryption keys to authorized users with a business need.	Inspected Earnnest's Cryptography Policy to determine that it was in place and approved by management.	No exceptions noted.
CC6.1.5	The company restricts privileged access to the cloud infrastructure and supporting applications to authorized users with a business need.	Inspected access lists for the cloud infrastructure and supporting applications to determine that privileged access was limited to authorized personnel.	No exceptions noted.
CC6.1.6	The company restricts access to the company network using firewalls to authorized connections.	Inspected the firewall settings to determine that security groups are in place to monitor and control network traffic.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
		Inspected access lists for firewall to determine that privileged access was limited to authorized personnel.	No exceptions noted.
CC6.1.7	The company ensures that user access to in-scope system components is based on job role and function.	Inspected the user access listing for a sample of new hires during the examination period to determine that access given during onboarding is appropriate to job role	No exceptions noted.
CC6.1.8	The company requires passwords for in-scope system components to be configured according to the company's policy and users to enable a password manager.	Inspected the configuration of the cloud infrastructure and access management tool to determine that these were configured according to Earnnest's written password policy.	No exceptions noted.
		Inspected employee computers and determined that each was running a password manager.	No exceptions noted.
CC6.1.9	Privileged access to the company's production systems can only be remotely accessed by authorized employees possessing a valid multi-factor authentication (MFA) method.	Inspected all infrastructure and version control systems to determine MFA was enabled for privileged users.	No exceptions noted.
CC6.1.10	The company's production systems can only be remotely accessed by authorized employees via an approved encrypted connection.	Inspected the log-in of the company's Infrastructure as a Service provider and determined that all connections happen over SSL/TLS with a valid certificate from a reliable Certificate Authority.	No exceptions noted.
CC6.1.11	The company maintains a formal inventory of production system assets.	Inspected an inventory listing of information assets the company maintains and verified	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
		that items have descriptions, track user data, and are assigned to owners	
CC6.1.12	The company's network is segmented to prevent unauthorized access to customer data.	Inspected Earnnest's Virtual Private clouds to determine the network was segmented to prevent unauthorized access.	No exceptions noted.
Criteria: CC6.2: Prior to issuing system credentials and granting system access, the entity registers and authorizes new internal and external users whose access is administered by the entity. For those users whose access is administered by the entity, user system credentials are removed when user access is no longer authorized.			
CC6.2.1	The company's Access Control Policy documents the requirements for the following access control functions: - adding new users; - modifying users; and/or - removing an existing user's access.	Inspected Earnnest's Access Control Policy to determine that it was in place, approved by management, and included requirements for adding, modifying, and removing user's access to key systems.	No exceptions noted.
CC6.2.2	The company conducts quarterly access reviews for the in-scope system components to help ensure that access is restricted appropriately. Required changes are tracked to completion.	Inspected the latest user access review completed for the cloud infrastructure accounts and other applications to determine that user access was reviewed quarterly to ensure that access was limited to authorized personnel.	No exceptions noted.
CC6.2.3	Logical access to systems is revoked as a component of the termination process.	Inspected the offboarding checklist and access lists for a sample of terminated employees to verify that access to systems was removed as part of the termination process.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC6.2.4	The company ensures that user access to in-scope system components is based on job role and function.	Inspected the user access listing for a sample of new hires during the examination period to determine that access given during onboarding is appropriate to job role	No exceptions noted.
CC6.2.5	The company's production systems can only be remotely accessed by authorized employees via an approved encrypted connection.	Inspected the admin page and log-in of the company's Infrastructure as a Service provider and determined that all connections happen over SSL/TLS with a valid certificate from a reliable Certificate Authority.	No exceptions noted.
Criteria: CC6.3: The entity authorizes, modifies, or removes access to data, software, functions, and other protected information assets based on roles, responsibilities, or the system design and changes, giving consideration to the concepts of least privilege and segregation of duties, to meet the entity's objectives.			
CC6.3.1	The company's Access Control Policy documents the requirements for the following access control functions: - adding new users; - modifying users; and/or - removing an existing user's access.	Inspected Earnnest's Access Control Policy to determine that it was in place, approved by management, and included requirements for adding, modifying, and removing user's access to key systems.	No exceptions noted.
CC6.3.2	The company conducts quarterly access reviews for the in-scope system components to help ensure that access is restricted appropriately. Required changes are tracked to completion.	Inspected the latest user access review completed for the cloud infrastructure accounts and other applications to determine that user access was reviewed quarterly to ensure that access was limited to authorized personnel.	No exceptions noted.
CC6.3.3	Logical access to systems is revoked as a component of the termination process.	Inspected the offboarding checklist and access lists for a sample of terminated	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
		employees to verify that access to systems was removed as part of the termination process.	
CC6.3.4	The company ensures that user access to in-scope system components is based on job role and function.	Inspected the user access listing for a sample of new hires during the examination period to determine that access given during onboarding is appropriate to job role	No exceptions noted.
CC6.3.5	The company's production systems can only be remotely accessed by authorized employees via an approved encrypted connection.	Inspected the admin page and log-in of the company's Infrastructure as a Service provider and determined that all connections happen over SSL/TLS with a valid certificate from a reliable Certificate Authority.	No exceptions noted.
Criteria: CC6.4: The entity restricts physical access to facilities and protected information assets (for example, data center facilities, backup media storage, and other sensitive locations) to authorized personnel to meet the entity's objectives.			
CC6.4.1	Management contracts with AWS to provide physical and logical access security of its production systems; therefore, this criterion is carved out.	This criterion is the responsibility of the subservice organization. Refer to the Subservice organization section above for controls managed by the subservice organization.	N/A
Criteria: CC6.5: The entity discontinues logical and physical protections over physical assets only after the ability to read or recover data and software from those assets has been diminished and is no longer required to meet the entity's objectives.			
CC6.5.1	The company has formal retention and disposal procedures in place to guide the secure retention and disposal of company and customer data.	Inspected the data retention and disposal procedures included in the Data Management Policy to verify that data retention and	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
		disposal procedures were in place and approved by management.	
CC6.5.2	The company has electronic media containing confidential information purged or destroyed in accordance with best practices, and certificates of destruction are issued for each device destroyed.	Inspected Earnnest's Data Management Policy to determine that it was in place and approved by management.	No exceptions noted.
CC6.5.3	The destruction of physical assets hosting the production environment is the responsibility of AWS; therefore, part of this criterion is carved out.	Part of this criterion is the responsibility of the subservice organizations. Refer to the subservice organization section above for controls managed by the subservice organizations.	N/A
Criteria: CC6.6: The entity implements logical access security measures to protect against threats from sources outside its system boundaries.			
CC6.6.1	The company's production systems can only be remotely accessed by authorized employees via an approved encrypted connection.	Inspected the admin page and log-in of the company's Infrastructure as a Service provider and determined that all connections happen over SSL/TLS with a valid certificate from a reliable Certificate Authority.	No exceptions noted.
CC6.6.2	Privileged access to the company's production systems can only be remotely accessed by authorized employees possessing a valid multi-factor authentication (MFA) method.	Inspected all infrastructure, version control system, and Identify Access Management system to determine MFA was enabled.	No exceptions noted.
CC6.6.3	Firewalls are configured to prevent unauthorized access.	Inspected the firewall rules to determine that firewalls were configured to prevent unauthorized access.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC6.6.4	The company uses secure data transmission protocols to encrypt confidential and sensitive data when transmitted over public networks.	Inspected Earnnest's Cryptography Policy to determine that it was in place and approved by management.	No exceptions noted.
		Inspected Earnnest's website SSL certificate to determine that it was valid to ensure encryption of data in transit was in place.	No exceptions noted.
CC6.6.5	The company utilizes a log management tool to identify events that may have a potential impact on the company's ability to achieve its security objectives.	Inspected the cloud infrastructure configurations to determine that logging, alarming, and tracking of user activity was enabled.	No exceptions noted.
CC6.6.6	The company has infrastructure supporting the service patched as a part of routine maintenance and as a result of identified vulnerabilities to help ensure that servers supporting the service are hardened against security threats.	Inspected alerts generated by the infrastructure-package vulnerability scanner are addressed.	No exceptions noted.
		Inspected the team's task tracker and confirmed security issues were tracked in a shared issue tracking system to address vulnerabilities in the environment.	No exceptions noted.
Criteria: CC6.7: The entity restricts the transmission, movement, and removal of information to authorized internal and external users and processes, and protects it during transmission, movement, or removal to meet the entity's objectives.			
CC6.7.1	The company encrypts the hard drives for all workstations used by employees.	Inspected Earnnest's Cryptography Policy to determine that it was in place and approved by management.	No exceptions noted.
		Inspected the list of employees' laptops and determined that each was protected with full-disk encryption.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC6.7.2	The company uses secure data transmission protocols to encrypt confidential and sensitive data when transmitted over public networks.	Inspected Earnnest's Cryptography Policy to determine that it was in place and approved by management.	No exceptions noted.
		Inspected Earnnest's website SSL certificate to determine that it was valid to ensure encryption of data in transit was in place.	No exceptions noted.
CC6.7.3	The company has a mobile device monitoring system in place to centrally monitor mobile devices supporting the service.	Inspected Earnnest's workstations to determine that the Vanta agent is in place to centrally monitor mobile devices and report on the status of the password manager, encryption, and antivirus.	No exceptions noted.
Criteria: CC6.8: The entity implements controls to prevent or detect and act upon the introduction of unauthorized or malicious software to meet the entity's objectives.			
CC6.8.1	The company deploys anti-malware technology to environments commonly susceptible to malicious attacks and configures this to be updated routinely, logged, and installed on all relevant systems.	Inspected Earnnest's workstations to determine that an Anti-virus is in place to monitor and evaluate security vulnerabilities in employee workstations.	No exceptions noted.
CC6.8.2	The company has a formal systems development life cycle (SDLC) methodology in place that governs the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place, approved, and addressed the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
LOGICAL AND PHYSICAL ACCESS CONTROLS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC6.8.3	The company has infrastructure supporting the service patched as a part of routine maintenance and as a result of identified vulnerabilities to help ensure that servers supporting the service are hardened against security threats.	Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.
		Inspected the team's task tracker and confirmed security issues were tracked in a shared issue tracking system.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
SYSTEM OPERATIONS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: CC7.1: To meet its objectives, the entity uses detection and monitoring procedures to identify (1) changes to configurations that result in the introduction of new vulnerabilities, and (2) susceptibilities to newly discovered vulnerabilities.			
CC7.1.1	The company requires changes to software and infrastructure components of the service to be authorized, formally documented, tested, reviewed, and approved prior to being implemented in the production environment.	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place and approved by management.	No exceptions noted.
		Inspected the documentation for a sample of changes during the examination period to determine that changes were authorized, formally documented, tested, reviewed, and approved prior to being implemented in the production environment.	No exceptions noted.
CC7.1.2	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.
CC7.1.3	Host-based vulnerability scans are performed at least quarterly on external-facing systems. Critical and high vulnerabilities are tracked to remediation.	Inspected the configuration for the tool that continuously monitors infrastructure packages and confirmed that it was active and alerts on vulnerabilities.	No exceptions noted.
		Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
SYSTEM OPERATIONS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC7.1.4	The company has an Operations Security Policy in place to ensure that system configurations are deployed consistently throughout the environment.	Inspected Earnnest's Operations Security Policy to determine that it was in place and approved by management.	No exceptions noted.
CC7.1.5	The company's formal policies outline the requirements for the following functions related to IT / Engineering: - vulnerability management; - system monitoring.	Inspected Earnnest's Operations Security Policy to determine that it was in place and approved by management.	No exceptions noted.
Criteria: CC7.2: The entity monitors system components and the operation of those components for anomalies that are indicative of malicious acts, natural disasters, and errors affecting the entity's ability to meet its objectives; anomalies are analyzed to determine whether they represent security events.			
CC7.2.1	The company utilizes a log management tool to identify events that may have a potential impact on the company's ability to achieve its security objectives.	Inspected the cloud infrastructure configurations to determine that logging, alarming, and tracking of user activity was enabled.	No exceptions noted.
CC7.2.2	The company's formal policies outline the requirements for the following functions related to IT / Engineering: - vulnerability management; - system monitoring.	Inspected Earnnest's Operations Security Policy to determine that it was in place and approved by management.	No exceptions noted.
CC7.2.3	The company has infrastructure supporting the service patched as a part of routine maintenance and as a result of identified vulnerabilities to help	Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
SYSTEM OPERATIONS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	ensure that servers supporting the service are hardened against security threats.	Inspected the team's task tracker and confirmed security issues were tracked in a shared issue tracking system.	No exceptions noted.
CC7.2.4	An infrastructure monitoring tool is utilized to monitor systems, infrastructure, and performance and generates alerts when specific predefined thresholds are met.	Inspected Earnest's infrastructure monitoring tool configuration to determine that the infrastructure was monitored with configured alerts to appropriate personnel at certain thresholds.	No exceptions noted.
CC7.2.5	Host-based vulnerability scans are performed at least quarterly on external-facing systems. Critical and high vulnerabilities are tracked to remediation.	Inspected the configuration for the tool that continuously monitors infrastructure packages and confirmed that it was active and alerts on vulnerabilities.	No exceptions noted.
		Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.
Criteria: CC7.3: The entity evaluates security events to determine whether they could or have resulted in a failure of the entity to meet its objectives (security incidents) and, if so, takes actions to prevent or address such failures.			
CC7.3.1	The company has security incident response policies and procedures that are documented and communicated to authorized users.	Inspected the incident response policy to determine that Incident response procedures for managing security incidents and events were in place and made available to authorized users via the company's third-party compliance tool.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
SYSTEM OPERATIONS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC7.3.2	The company's security incidents are logged, tracked, resolved, and communicated to affected or relevant parties by management according to the company's security incident response policy and procedures.	Inspected Earnnest's incident response plan to determine that it was in place, approved by management, and included guidance on the process to handle security incidents.	No exceptions noted.
		Per inquiry with management and inspection of the company's security tracker, there were no incidents during the examination period; therefore, no testing was performed.	No testing performed
Criteria: CC7.4: The entity responds to identified security incidents by executing a defined incident response program to understand, contain, remediate, and communicate security incidents, as appropriate.			
CC7.4.1	The company has security incident response policies and procedures that are documented and communicated to authorized users.	Inspected the incident response policy to determine that Incident response procedures for managing security incidents and events were in place.	No exceptions noted.
CC7.4.2	The company's security incidents are logged, tracked, resolved, and communicated to affected or relevant parties by management according to the company's security incident response policy and procedures.	Inspected Earnnest's incident response plan to determine that it was in place, approved by management, and included guidance on the process to handle security incidents.	No exceptions noted.
		Per inquiry with management and inspection of the company's security tracker, there were no incidents during the examination period; therefore, no testing was performed.	No testing performed
CC7.4.3	The company has infrastructure supporting the service patched as a part of routine maintenance and as a result of identified vulnerabilities to help	Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
SYSTEM OPERATIONS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
	ensure that servers supporting the service are hardened against security threats.	Inspected the team’s task tracker and confirmed security issues were tracked in a shared issue tracking system.	No exceptions noted.
CC7.4.4	Host-based vulnerability scans are performed at least quarterly on external-facing systems. Critical and high vulnerabilities are tracked to remediation.	Inspected the configuration for the tool that continuously monitors infrastructure packages and confirmed that it was active and alerts on vulnerabilities.	No exceptions noted.
		Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.
Criteria: CC7.5: The entity identifies, develops, and implements activities to recover from identified security incidents.			
CC7.5.1	The company has security incident response policies and procedures that are documented and communicated to authorized users.	Inspected the incident response policy to determine that Incident response procedures for managing security incidents and events were in place and made available to authorized users via the company’s third-party compliance tool.	No exceptions noted.
CC7.5.2	The company’s security incidents are logged, tracked, resolved, and communicated to affected or relevant parties by management according to the company’s security incident response policy and procedures.	Inspected Earnnest’s incident response plan to determine that it was in place, approved by management, and included guidance on the process to handle security incidents.	No exceptions noted.
		Per inquiry with management and inspection of the company’s security tracker, there were no incidents during the examination period; therefore, no testing was performed.	No testing performed

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
SYSTEM OPERATIONS			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC7.5.3	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CHANGE MANAGEMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: CC8.1: The entity authorizes, designs, develops or acquires, configures, documents, tests, approves, and implements changes to infrastructure, data, software, and procedures to meet its objectives.			
CC8.1.1	The company has a formal systems development life cycle (SDLC) methodology in place that governs the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place, approved, and addressed the development, acquisition, implementation, changes (including emergency changes), and maintenance of information systems and related technology requirements.	No exceptions noted.
CC8.1.2	The company requires changes to software and infrastructure components of the service to be authorized, formally documented, tested, reviewed, and approved prior to being implemented in the production environment.	Inspected Earnnest's Operations Security Policy and Secure Development Policy to determine that these were in place and approved by management.	No exceptions noted.
		Inspected the documentation for a sample of changes during the examination period to determine that changes were authorized, formally documented, tested, reviewed, and approved prior to being implemented in the production environment.	No exceptions noted.
CC8.1.3	The company restricts access to migrate changes to production to authorized personnel.	Inspected the user listing within the company's version control system to determine that access was restricted to the appropriate individuals.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
CHANGE MANAGEMENT			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC8.1.4	The company has infrastructure supporting the service patched as a part of routine maintenance and as a result of identified vulnerabilities to help ensure that servers supporting the service are hardened against security threats.	Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.
		Inspected the team's task tracker and confirmed security issues were tracked in a shared issue tracking system.	No exceptions noted.
CC8.1.5	Host-based vulnerability scans are performed at least quarterly on external-facing systems. Critical and high vulnerabilities are tracked to remediation.	Inspected the configuration for the tool that continuously monitors infrastructure packages and confirmed that it was active and alerts on vulnerabilities.	No exceptions noted.
		Inspected alerts generated by the infrastructure-package vulnerability scanner and confirmed they were addressed within a specified SLA.	No exceptions noted.
CC8.1.6	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
RISK MITIGATION			
Control Number	Client Controls	Detailed Test of Controls	Test Results
Criteria: CC9.1: The entity identifies, selects, and develops risk mitigation activities for risks arising from potential business disruptions.			
CC9.1.1	The company's risk assessments are performed at least annually. As part of this process, threats and changes (environmental, regulatory, and technological) to service commitments are identified and the risks are formally assessed. The risk assessment includes a consideration of the potential for fraud and how fraud may impact the achievement of objectives.	Inspected the annual security risk assessment to determine that threats and changes to service commitments were identified.	No exceptions noted.
CC9.1.2	The company has a documented risk management program in place that includes guidance on the identification of potential threats, rating the significance of the risks associated with the identified threats, and mitigation strategies for those risks.	Inspected Earnnest's Risk Management Policy to determine that it was in place, approved by management, and included guidance on the assessment of risk for the organization.	No exceptions noted.
Criteria: CC9.2: The entity assesses and manages risks associated with vendors and business partners			
CC9.2.1	The company has a Third-Party Management Policy in place. Components of this policy include: - critical third-party vendor inventory; - vendor's security and privacy requirements; and - annual review of critical third-party vendors and subservice organizations.	Inspected Earnnest's Third-Party Management Policy to determine that it was in place and approved.	No exceptions noted.
		Inspected Earnnest's vendor management tool and determined that security documentation, including SOC reports, were collected from sub-service organizations and key vendors and reviewed by management.	No exceptions noted.
		Inspected the list of vendors to confirm that a listing of key vendors was maintained.	No exceptions noted.

TRUST SERVICES CRITERIA FOR THE SECURITY CATEGORY			
RISK MITIGATION			
Control Number	Client Controls	Detailed Test of Controls	Test Results
CC9.2.2	The company has written agreements in place with vendors and related third-parties. These agreements include confidentiality and privacy commitments applicable to that entity.	Inspected the customer agreements to determine that the agreement includes commitments to confidentiality and privacy.	No exceptions noted.