

SOC 2 readiness checklist

An audit report on how a service provider protects customer data.

What SOC 2 asks

- ☐ Security: Protect against unauthorised access. Always in scope.
- ☐ Availability: Systems are up when promised.
- ☐ Processing integrity: Data processing is complete and accurate.
- ☐ Confidentiality: Protect information marked confidential.
- ☐ Privacy: Handle personal information as promised.
- ☐ Type 1 and Type 2: Type 1 is a snapshot. Type 2 covers a period of months.

Getting started

- ☐ Choose criteria and period: Security plus any others.
 - ☐ Run a readiness check: Find gaps before the auditor does.
 - ☐ Fix and document: Policies, access reviews, change records.
 - ☐ Collect evidence: Continuously for Type 2.
 - ☐ Audit and share: Receive the report and share under NDA.
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Official source

[aicpa-cima.com](https://www.aicpa-cima.com) (SOC suite) -

<https://www.aicpa-cima.com/resources/landing/system-and-organization-controls-soc-suite-of-services>

Want a scored report by email? Run the free assessment at
<https://www.optimuscyberx.ai/frameworks/soc-2/assessment/>