



308.1.10f – Vendor PCI Questionnaire

This questionnaire should be completed on an as needed basis when engaging a vendor for the purchase of software, hardware or software as a service. This questionnaire does not supersede the IT Purchasing Checklist and any subsequent review of the contract documents as they relate to PCI DSS compliance.

Completed questionnaire should be returned to certifi@unc.edu at the earliest possible time to allow for any feedback from the committee. Please notify certifi@unc.edu of any material changes to the information provided. You or the vendor may also submit any additional documentation related to the IT purchase to certifi@unc.edu.

Merchant Account Name _____

Merchant Number (last 6
digits only) _____

Department Name/Number _____

Vendor questionnaire

1. Do you sell the following for use in credit card transactions and therefore subject to PCI compliance requirements:

- Software
- Software and hardware
- Software as a service

2. Do you attest that the product is compliant with the latest version of the PCI standard?

Applicable standard (please list): _____

- Yes** _____ (specify product, component)
- No** _____ (specify product, component)

3. Does your product store any credit card information (other than the last 4 digits of the PAN) on:

- UNC-owned or managed hardware
- UNC-owned or managed software / applications

4. Does your product cache any credit card information (other than the last 4 digits of the PAN) on:

- UNC-owned or managed hardware
- UNC-owned or managed software / applications



5. Does your product transmit any credit card information (other than the last 4 digits of the PAN) over the UNC network?

Yes

No

o If Yes to the above question – which encryption standard/algorithm is used?

6. Do you retain any logs subject to PCI compliance from credit card transactions at UNC Chapel Hill for one year minimum?

Yes – please specify _____

No

7. Do you have specific guidelines for PCI compliant audit trail retention on UNC servers or workstations?

Yes – please specify _____

No

8. The following questions pertain to software only.

o Which software is being licensed / sold to UNC? _____

▪ Please include name and version number _____

o Which party is responsible for applying the security patches?

UNC

Vendor _____

Licensor _____

Other _____

o If UNC-affiliate is responsible for patching, are there any limitations as to which patches can be applied?

▪ Note: UNC requires regular vulnerability scanning on all systems storing, accessing or processing sensitive information. Such scanning will indicate whether patches from vendors such as Adobe or Microsoft are missing.

Yes - there is a limitation on patches¹

No - all patches may be applied

¹ If there is a limitation on patches, such as a delay in when patches can be applied to allow for vendor or licensor testing, please specify. Limitations may be related to the timing on when patches can be applied or may include an approved or recommended list of patches, with remaining patches classified as “apply at your own risk.”



Completed By:

Date Completed:
