



FEMA

W-13003

January 16, 2013

MEMORANDUM FOR: Write Your Own (WYO) Company Principal Coordinators and the National Flood Insurance Program (NFIP) Servicing Agent

FROM: Edward L. Connor 
Deputy Associate Administrator for Federal Insurance

SUBJECT: PCI Compliance Validation

I am pleased to announce that FEMA's Flood Premium has validated compliance with the PCI DDS on March 7, 2012. This bulletin is to announce that FEMA's Flood Premium and FEMA's revalidation date will be February 12, 2013. Just a few reminders: 1) all of our merchants must maintain compliance with the PCI Data Security Standard at all times; and 2) Service Providers are still required to complete the SAQ D, even if using pay.gov. Using pay.gov does not exempt anyone from completing the SAQ D. Therefore, FEMA will be requesting proof of compliance annually from our Service Providers.

I am sure many of you are familiar with what is required. But for those who are not as familiar, FEMA needs the following in order for our Service Providers to be in compliance:

- 1) Companies should submit the Attestation of Compliance AOC, SAQ D – Service Provider Version. Use the link below to complete the AOC (SAQ D) form. Submit the AOC (SAQ D) by COB Tuesday, February 12. You can submit them electronically with appropriate signatures to the following email address: jackie.taylor@dhs.gov.
- 2) Here is your link to the Attestation of Compliance SAQ D – www.pcisecuritystandards.org.
- 3) After opening the website, look at the top of the page, click on the tab PCI Standards & Documents. On the 4th line down, click on [PCI Data Security Standard \(PCI DSS\)](#), (2010).
- 4) Under Documents Library, scroll down and click on the line for PCI DSS AOC – Service Providers v2.0.
- 5) Complete the first two pages if your company is compliant and complete the 3rd page (Pt. 4 – Action Plan) if you are in a noncompliant status.
- 6) If you complete the self-assessment questionnaire, there is no need to submit it to Jackie Taylor.

If you have any questions, please contact Jackie Taylor at jackie.taylor@dhs.gov.

cc: Vendors, IBHS, FIPNC, Government, Technical Representative

Suggested Routing: Accounting