

**SERVICE ORDER ATTACHMENT
STATEMENT OF WORK**

S-266-2733 CISO ADVISORY SERVICE BLOCK OF HOURS

1 Overview

This Statement of Work ("SOW"), with any appendices included by reference, is part of any agreement which incorporates this document by reference.

1.1 Services Summary

SilverSky will assist the Customer by providing strategic program direction, oversight and guidance toward building and maintaining a cyber security program. This service block of hours is intended to assist the customer in the development of a cyber-resilient security program. SilverSky will provide a virtual Chief Information Security Officer (vCISO) resource to fulfill the Customer's specific needs based on the block of hours selected. The use of the vCISO block of hours is unstructured and can be used as the customer needs if it is within the in-scope project types listed below.

1.2 In-Scope Services

As part of the vCISO block of hours, SilverSky can provide the following tasks as in-scope services:

- Review of current state cyber program
- Provide general Cyber Strategy and Governance
- Overall strategic guidance of customer's cyber program
- Review of current security projects and roadmap
- Mapping projects to cybersecurity objectives
- Risk analysis and development of risk appetite statement
- Review and understand the inherent risk ratio of the company
- Board level discussion on the cybersecurity program
- Audit/compliance support
- Consulting for
 - Infrastructure and Application Security Services
 - Secure software development practices
 - Security and Privacy by Design
 - Data Protection regulations / Privacy (GDPR / CCPA/CPRA)
 - Regulatory Compliance consulting and Technology Legal matters
 - Regulatory review assessments (NIST, FFIEC, CSF, ISO or other frameworks)

2 Scope

2.1 SilverSky CISO Advisory Obligations:

SilverSky's vCISO will perform a kickoff call with the Customer to determine the appropriate use of the vCISO block of hours from the above list of items. SilverSky's vCISO reserves the right to review with the Customer the scope of services and determine the appropriate services that will be in scope.

2.2 Deliverables

Any deliverables for the CISO block of hours will be determined after the kickoff call and determination of the scope of services.

2.3 Out of Scope

Any activity not explicitly included in this SOW is considered out of scope. If the Customer requests additional services, such services will be the subject of a change request. Managed Services and ongoing operations of any program items are not included in the scope and will be outlined on a separate SOW.

3 Customer Obligations and Assumptions

Services, fees and work schedules are based on the assumptions, representations and information supplied by the Customer. Customer’s fulfillment of these responsibilities is critical to the success of the engagement.

3.1 Customer Obligations

- **Project Liaison** - Designate an authorized representative to authorize the completion of key project phases, assign resources and serve as project liaison
- **Access** - Ensure SilverSky consultants have access to key personnel and data requested - to include access to critical IT assets, systems and physical locations such as server rooms, data centers, and operations facilities
- **Resources** - Furnish SilverSky with Customer personnel, facilities, resources and information and perform tasks promptly
- **Cooperation** - Ensure all of the Customer’s employees and contractors cooperate fully with SilverSky and in a timely manner. SilverSky will advise the Customer if an increased level of Customer participation is required in order for SilverSky to perform the Services under this SOW
- **Documentation** - Timely delivery of all documentation requested by SilverSky, including the Customer’s security policies, prior security reviews, network diagrams, server listings and procedures

3.2 SILVERSKY Assumptions

- Customer will provide SilverSky with reasonably requested information upon which SilverSky can rely to be current, accurate and complete.
- Customer will provide access to Customer’s personnel who have detailed knowledge of Customer security architecture, network architecture, computer environment and related infrastructure.
- Customer will provide access to Customer’s personnel who understand Customer’s security policies, regulations and requirements.
- Customer will evaluate SilverSky deliverables and immediately notify SilverSky of any perceived problems or issues with SilverSky obligations.
- SilverSky will immediately notify the Customer of any perceived problems or issues regarding Customer obligations.
- Customer is responsible for any additional costs if SilverSky is unable to perform the Services due to Customer’s delay or other failure to fulfill its obligations under this Statement of Work.

4 Project Parameters

4.1 Project Scope

The scope of the project is based on the above description with the additional details listed as follows:

Project Component	Parameter(s)
Project Start Date	Typically, within 30 days of the Effective Date
Project Billing	All vCISO block of hours will be billed upfront
Project duration	All unused hours expire 12 months after the initial contract signing date
S-266-2733 Tier 1	vCISO Block of 20 hours, not to exceed 20 hours
S-266-2733 Tier 2	vCISO Block of 40 hours, not to exceed 40 hours
S-266-2733 Tier 3	vCISO Block of 80 hours, not to exceed 80 hours

4.2 Location and Travel Reimbursement

The Services defined in this SOW may require onsite participation by SilverSky's staff at Customer location(s).

For Customer-approved onsite participation, the Customer will be invoiced for all actual SilverSky staff travel and living expenses associated with all onsite visits. An administration fee of ten percent (10%) of all travel and living expenses will be billed to the Customer if the Customer requires an itemized statement of such expenses.

4.3 Acceptance

Delivery of all stated project deliverables will constitute acceptance of services provided under this SOW.