

# Vendor profile (sample)

Sanitized example for due diligence packaging

## Vendor

Example Vendor Inc. • Service: logging/monitoring tooling • Renewal: 2026-06-30

## Data access

Indirect access to customer metadata. No direct access to customer content. Support access is time-boxed and logged.

## Criticality

Medium. Outage impacts visibility but not core service availability.

# Access and support model (sample)

What reviewers usually ask about

## **Support access**

Support access is approved, time-boxed, and logged. Administrative actions are attributable to individual identities.

## **Retention**

Security-relevant logs are retained for a defined period to support investigations and audit sampling.

## **Follow-ups**

Sensitive reports (SOC 2) are shared under agreement with time windows and access logs.

# Controls snapshot (sample)

A quick reviewer-friendly summary

## **Identity**

Workforce accounts use MFA. Privileged actions are attributable and reviewed on cadence.

## **Logging and monitoring**

Admin audit logs are retained for a defined period. Alerting and escalation paths are defined.

## **Incident response**

Incident response plan exists and customers are notified per contract requirements.