

# SOC for Service Organizations



## OUR INDUSTRY SPECIALISTS

CPAs are regulated by and must adhere to specific professional standards established by the American Institute of Certified Public Accountants (AICPA). They are also required to follow specific guidance related to planning, executing, and supervising examination procedures. To find out which type of SOC Report is best for your situation, contact one of our industry specialists:



**Andrea Addo | CPA, MBA, CFE, CITP**  
952-829-3425  
aaddo@otcpas.com



**Daniel Owens | CPA**  
651-621-8623  
dowens@otcpas.com



**Robert Koch | CPA**  
651-621-8559  
rkoch@otcpas.com



**Michael Feriancek | CPA**  
651-621-8566  
mferiancek@otcpas.com

## WHY CHOOSE US FOR YOUR SOC AUDITOR?

- Participating members in the AICPA, PCAOB, and MNCPA
- A personal, local business approach that is pro-active and responsive, without the high cost of a national firm
- Experienced and accredited staff (Advanced SOC for Service Organizations Certificate) reduce your time commitment and minimize disruptions to your staff

## LOCATIONS

2675 Long Lake Road  
Roseville, MN 55113  
651-483-4521

300 Prairie Center Drive #300  
Eden Prairie, MN 55344  
952-941-9242

## WE SERVE YOU

A SOC for Service Organizations report is designed to help service organizations that provide services to other entities, build trust and confidence in the service performed and controls related to the services through a report by an independent CPA. Each type of SOC for Service Organizations report is designed to help service organizations meet specific user needs.

We perform SOC for Service Organizations engagements based on industry-recognized standards and frameworks. You, your clients, and the auditors of your clients will recognize the quality and thoroughness of our work.

Our efficient SOC 1 and SOC 2 examination approaches are designed to reduce your time commitment and minimize disruption to your staff and include four key phases: Planning, Analysis, Validation, and Reporting. Highlighted phase activities and deliverables are as follows:

**PLANNING** - Develop a project charter including scope, clarity of team roles, project communication plan, target milestones, and timelines.

**ANALYSIS** - Develop and review process documentation, perform walkthroughs of processes, identify key controls, and document evidential matter to be utilized during the validation phase.

**VALIDATION** - The SOC engagement type will be a major factor in determining the goal and amount of control testing that will be completed:

- For a Type I engagement, the testing approach is developed to validate controls are **suitably designed** at a specified date.
- For a Type II engagement, the testing approach is developed to validate controls are **suitably designed** and are **operating effectively** throughout a period of time.

**REPORTING** - Development and delivery of a draft SOC report, completion of rigorous internal firm quality review, and project close-out meeting with the delivery of final SOC report.

Throughout our SOC engagements, we pride ourselves on being pro-active in keeping you informed of current project status and any matters that need attention.