

Controls Management Service Specific Licensing Terms

Additional Definitions, as applicable:

"Core User" means any user other than a Stakeholder.

"Stakeholder" - Controls Management - A Stakeholder is a limited user that can view controls, has the ability to create and manage WorkStream projects, create tasks, respond to evidence requests, and other WorkStream requests, edit narratives & flowcharts, create issues within a Control Self-Assessment, suggest, view, and remediate issues all within an existing WorkStream project, and otherwise has read only access as appropriate.

"Control Self-Assessment" means an internal process by which control owners or business units evaluate and attest to the effectiveness of controls to manage risk and validate compliance.

"Control" means, collectively, Tested Controls and Non-Tested Controls.

"Key Report" means a report, spreadsheet or any other information or evidence provided by Customer that is separately tested within the Service.

"Non-Tested Control" means having the ability to only document control information and control test information on a single control page within the Service.

"Risk Page" means having the ability to document risk information on a single Risk page within the Service.

"Tested Control" means having the ability to document control information, control test information, and control testing results on a single control page within the Service.

"Workflow" means a unit of automation that will pull evidence from a third-party integration or run customer-defined automation.

"Integration" means an external system or application to which Optro connects.

"Monitor" means an instance of a workflow that runs automated testing procedures to produce a deficiency list.

Controls Management is a rename of SOXHUB. All functionality and entitlements remain unchanged.

Additional Terms:

1. **DPA.** To the extent that Customer does not have a Data Processing Addendum ("**DPA**") incorporated as part of their Agreement, the DPA located at <https://www.optro.ai/enterprise-agreements> shall apply to Customer's use of Controls Management.