



FINANCIAL SERVICES COMPLIANT - ACCREDITATION PROGRAM

OUTLINE AND QUALIFICATIONS

In response to current and ongoing Consumer Financial Protection Bureau (CFPB) policies and procedures being mandated and enforced upon Financial Institutions across the U.S.; the National Association of Professional Process Servers (NAPPS) have created the NAPPS FSC Accreditation Program with the intent to pre-qualify Individuals who work directly or indirectly with the Financial Service Sector. This Voluntary accreditation program is available to NAPPS Members in good standing; whereupon successful validation of a completed Questionnaire, a badge will appear alongside of their e-listing, indicating they have met the qualifications known to exist through the CFPB, and guarantee corresponding policies and procedures are in place. Potential clients will be directed to the NAPPS website as tool in finding a vendor system, currently practicing a workflow required by the CFPB.

The NAPPS FSC Accreditation will consist of two parts:

WRITTEN POLICIES, PROCEDURES, WORKFLOW AND BEST PRACTICE STANDARDS

A Questionnaire (attached hereto) is required to be completed in its entirety, with working documents to support the qualifications sent for review to the NAPPS FSC Committee Chairperson. Following inspection, the Member will be provided with a pass/fail response, whereby, should deficiencies be found, will be advised, with an opportunity to amend and re-apply. All documents received will be archived with the NAPPS Administrative Office.

VIRTUAL OR ONSITE AUDITS, PERFORMED ANNUALLY

The NAPPS FSC Committee will conduct annual audits of those individuals currently possessing the aforementioned Accreditation, to ensure continued compliance with its outline, all procedural requirements, consumer protection laws, and with regard to data and physical security. Site visits will be performed with notice of no less than five (5) business days. In the event the result of any audit or review process identifies deficiencies, the Member will fully cooperate with the Committee to develop and implement an appropriate written action and follow-up plan or risk losing said Accreditation and corresponding badge attached to their e-Directory listing.

While NAPPS will endeavor to amend the qualifications of Accreditation Participants as they become known, disseminating new requirements as they become available, the items set out within the program are agreed to act as a baseline only, and will not supersede any Individual Client/Vendor Contract. Said Participants shall defend, indemnify and hold harmless the Association (NAPPS) and its Members, against, without limitation, all losses, claims, suits, controversies, breaches, Judgements, decrees, damages and any other loss or liability from any cause arising from, any omission, misrepresentation, violation of law or other breach arising from the NAPPS FSC Accreditation Program.