

VENDOR ONBOARDING

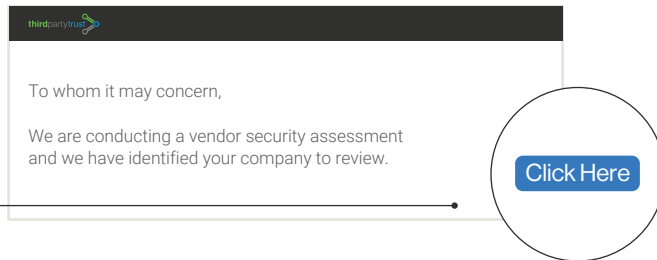
Basic Introduction for Using ThirdPartyTrust (Bitsight Vendor Risk Management)

Welcome to ThirdPartyTrust (Bitsight VRM), the technology platform we're using to assess our vendor's security posture. As a vendor you will use this platform to complete the necessary security requirements we have for you.

Get started

01 CHECK YOUR INBOX

Look for an email from vrmsupport@bitsight.com



CLICK HERE TO REGISTER

02 REGISTER

You can create your user account here:

[HTTPS://APP.THIRDPARTYTRUST.COM/REGISTER](https://app.thirdpartytrust.com/register)

After registering, you will need to confirm your email address

03 LOG IN

Access the ThirdPartyTrust (Bitsight VRM) Platform with your new credentials

- ✓ Tip: once logged in, you will be prompted to fill out company information or you will need to be approved by an administrator of your company profile

Adding additional users

01 ADD NEW USERS

Click on the "user management" icon on the left menu bar

TIP: YOU CAN ONLY ADD USERS WITH YOUR COMPANY DOMAIN EMAIL

TIP: ADMIN ROLES CAN ADD OTHER USERS AND REVIEW ALL AVAILABLE DATA IN THE PLATFORM

02 CLICK ON THE +ADD BUTTON

Complete the invite user form and select the Account Role "Admin" from the dropdown list

FYI: NEWLY ADDED USERS WILL RECEIVE AN EMAIL TO REGISTER TO THE THIRDPARTYTRUST PLATFORM

Approving a pending connection request

04 APPROVE THE INVITE

Your pending connection requests will live in the Connections page. You can accept the connection request by clicking on the green Approve button.

IMPORTANT: to review the requirements that have been assigned to you by a customer, the connection request should be approved.

Review customer requirements

05 CLICK ON THE CUSTOMER'S NAME

in the Connections page to view requirements assigned to you

06 CLICK ON THE REQUIREMENTS TAB

in their profile to see all Assurances and Questionnaires you need to complete.

FYI:

Assurance programs documents (certificates, insurances and audits) can be marked as not available in case you don't have them.

By doing so, you may trigger pre-defined alternate requirements that will allow you to include additional information to fulfill the assessment.

✓ You can also click on assurance programs to upload the required documentation (audits, Insurances, certifications) and on questionnaires, to answer the required questionnaires.

Bitsight is a cyber risk management leader transforming how companies manage exposure, performance, and risk for themselves and their third parties. Companies rely on Bitsight to prioritize their cybersecurity investments, build greater trust within their ecosystem, and reduce their chances of financial loss. Built on over a decade of technological innovation, its integrated solutions deliver value across enterprise security performance, digital supply chains, cyber insurance, and data analysis.

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