

The Attorney General has established the Electronic Recording Delivery System (ERDS) Program within the Department of Justice (DOJ), which is responsible for implementing the requirements of the Electronic Recording Delivery Act of 2004. This act authorizes a County Recorder, upon approval by resolution of the Board of Supervisors and system certification by the ERDS Program, to establish an ERDS for the delivery, and, when applicable, recording of specified digitized electronic records or digital electronic records that are an instrument of real estate transactions, subject to specified conditions, including system certification, regulation, and oversight by the ERDS Program. However, a county's ERDS can not become operational until the system has been audited by a Computer Security Auditor who has received prior approval from the ERDS Program to perform independent security audit services on an ERDS. In addition, a county's application for system certification by the ERDS Program must include the security testing results performed by the Computer Security Auditor.

The Computer Security Auditor approval is granted based on an individual's experience and having no disqualifying offense(s) based on a state and federal criminal record background check from a fingerprint submission. An approval by the ERDS Program does not guarantee employment, nor does the ERDS Program approval authorize a Computer Security Auditor to perform any auditing services other than those relating to a county's ERDS. Upon receipt of an ERDS Certificate of Approval, the Computer Security Auditor shall be authorized to contract with a County Recorder(s) to perform security testing of an ERDS. The Computer Security Auditor's contact information and geographical interest shall be posted on the ERDS web page.

An ERDS Certificate of Approval shall remain in effect for a period of 3 years from the date of issuance unless a letter of suspension is issued to the individual, or, the individual withdraws their approval status as a Computer Security Auditor. It shall be the responsibility of the Computer Security Auditor to renew their ERDS Certificate of Approval prior to the expiration date in order for it to remain valid.

An individual wanting to apply for approval as a Computer Security Auditor from the ERDS Program, may obtain the Electronic Recording Delivery System Application For DOJ Computer Security Auditor Approval, form # ERDS 0002, by downloading it from the ERDS web page at <http://ag.ca.gov/erds1>.

Contact Information:

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CJIS Operations Support Bureau
Electronic Recording Delivery System Program
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The following information is being provided as an overview of the requirements to be met to qualify as a Computer Security Auditor approved to provide auditing services in the ERDS Program.

Any individual or company/employer seeking Computer Security Auditor approval shall submit, on an individual basis, an Application for DOJ Computer Security Auditor Approval (ERDS Form #0002) to the ERDS Program. In the case of a certificate holder wishing to renew their certification, the same application shall be used indicating “renewal” on the form.

- (1) The application shall be dated and signed declaring under penalty of perjury that under the laws of the State of California all the foregoing information, and all information submitted with the application is true, correct, and complete, and that a false or dishonest answer to any question shall be grounds for denial or subsequent termination or suspension of approval.

In addition, the individual shall attest to the fact that he or she is not an Authorized Submitter, Agent of an Authorized Submitter, or Vendor of ERDS Software as defined in the California Code of Regulations (CCR), Title 11, Division 1, Chapter 18, Article 2.

- (2) The geographical location(s) on the application, in which they are interested in providing auditing services, shall be checked. The locations are:
 - (a) Northern California: Amador, Alpine, Butte, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo, Yuba.
 - (b) Central California: Alameda, Calaveras, Contra Costa, Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Mono, Monterey, San Benito, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz, Stanislaus, Tulare, Tuolumne.
 - (c) Southern California: Imperial, Los Angeles, Orange, Riverside, San Bernardino, Santa Barbara, San Diego, Ventura.
 - (d) All.
- (3) The significant experience criteria shall be met by possession of at least one of the following certifications, and shall be in good standing with the certifying organization.
 - (a) Submit a copy of the certification(s) as an attachment to the Application for DOJ Computer Security Auditor Approval (ERDS Form #0002) as follows, to demonstrate that the individual has met the significant

experience criteria required for approval as a Computer Security Auditor:

- (1) The Certified Internal Auditor certification from the Institute of Internal Auditors for which they are in good standing; **or**
 - (2) The Certified Information Systems Auditor certification from the Information Systems Audit and Control Association for which they are in good standing; **or**
 - (3) The Certified Fraud Examiner certification from the Association of Certified Fraud Examiners for which they are in good standing and a completed Attachment to ERDS 0002 Computer Security Auditor Significant Experience Reference(s) (ERDS Form #0004) listing reference contacts within the last five-year period that can verify that the individual has had at least two years of experience in the evaluation and analysis of Internet security design, in conducting security testing procedures, and specific experience performing Internet penetration studies, **or**
 - (4) The Certified Information Systems Security Professional certification from the International Information System Security Certification Consortium for which they are in good standing and a completed Attachment to ERDS 0002 Computer Security Auditor Significant Experience Reference(s) (ERDS Form #0004) listing reference contacts within the last five-year period that can verify that the individual has had at least two years of experience in the evaluation and analysis of Internet security design, in conducting security testing procedures, and specific experience performing Internet penetration studies, **or**
 - (5) The Global Information Assurance Certification from the SysAdmin, Audit, Networks Security Institute for which they are in good standing and a completed Attachment to ERDS 0002 Computer Security Auditor Significant Experience Reference(s) (ERDS Form #0004) listing reference contacts within the last five-year period that can verify that the individual has had at least two years of experience in the evaluation and analysis of Internet security design, in conducting security testing procedures, and specific experience performing Internet penetration studies.
- (4) Submit proof of fingerprint submission.