

# **SOC 2 Type II for SaaS Companies: A Practical Implementation Guide**

Compliance Guide for SaaS Companies

Prepared by Jacobian Engineering | 2026-02-09

This guide is for informational purposes only and does not constitute legal advice.

## Executive Summary

SOC 2 Type II has become one of the most common security requirements for SaaS companies selling to other businesses. Procurement teams and security reviewers use a SOC 2 report to understand whether your controls are designed well and whether they work consistently over time. If you have ever been asked, "Can you share your SOC 2?" you already know the pressure this can put on sales cycles.

This guide is written for SaaS founders, engineering leaders, and operations teams who need an educational, practical path to SOC 2 Type II. It explains how scoping works, what auditors look for, how to build an evidence routine that does not overwhelm your team, and how to avoid common mistakes that slow audits down. It also outlines how a managed security and compliance partner can help you design controls and implement them in production systems.

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## SOC 2 in the SaaS sales and risk landscape

SOC 2 is an attestation report performed by an independent CPA firm using the AICPA Trust Services Criteria. For SaaS companies, it often becomes the default way to answer security questions at scale. Instead of completing a new questionnaire for every prospect, a SOC 2 report provides a reusable package of evidence and auditor testing results.

There are two report types that show up most often in SaaS deals. A Type I report evaluates whether controls are designed appropriately at a point in time. A Type II report evaluates both design and operating effectiveness over an observation period. Buyers tend to prefer Type II because it demonstrates repeatability. In other words, it shows that the controls are not just documented, but also consistently followed.

### When SaaS teams typically need SOC 2

- **Enterprise procurement:** A prospect requires a SOC 2 Type II report before signing a contract or expanding usage.
- **Security questionnaires:** Sales and engineering spend too much time answering the same security questions with inconsistent responses.
- **Vendor risk programs:** Your customers have formal third party risk reviews and need independent assurance.
- **Fundraising and partnerships:** Investors and strategic partners ask for evidence of a mature security program.

### SOC 2 is a program, not a document

A frequent misconception is that SOC 2 is something you "get" once and then move on. Auditors test the way your organization operates over time, so the outcome depends on your day-to-day processes. The most successful SaaS teams treat SOC 2 as a lightweight operating system for security and reliability. What could be more valuable than a program that improves security while also

reducing friction in enterprise sales?

## Core concepts you must understand before scoping

### Trust Services Criteria

SOC 2 is organized around five Trust Services Criteria. Security is required. The other criteria are included based on what you promise customers and what your system does.

- **Security:** Protection against unauthorized access and inappropriate use of systems and data.
- **Availability:** System availability for operation and use as committed or agreed.
- **Processing Integrity:** System processing is complete, valid, accurate, and timely.
- **Confidentiality:** Information designated as confidential is protected as committed or agreed.
- **Privacy:** Personal information is collected, used, retained, and disclosed appropriately.

### Type I vs Type II

- **Type I:** Tests control design at a specific point in time. Useful when you need a milestone quickly, but it does not demonstrate consistency.
- **Type II:** Tests control design and operating effectiveness over a defined period, commonly several months. This is the report most enterprise customers ask for.

### The system boundary

Scope is the most important early decision. It defines what product components, teams, and vendors are included in the audit. If your scope is too broad, you will spend months chasing low value systems. If it is too narrow, customers may reject the report or request exceptions. A good scope reflects how your SaaS actually delivers the service.

A useful scoping exercise starts with a simple question. If your product went offline, what would be affected, and what would you need to restore service? The answers usually point to the systems that matter most for the audit.

## How to scope SOC 2 for a SaaS environment

### Define the in-scope service and supporting components

- **Customer facing service:** The SaaS application, APIs, and any customer admin portals that handle production data.
- **Cloud infrastructure:** Cloud accounts, regions, networks, compute, storage, and managed services that run production workloads.
- **Identity systems:** Single sign-on, multi-factor authentication, and privileged access workflows for administrators.

- **Software delivery:** Source control, CI/CD, deployment workflows, and change management processes.
- **Operational tooling:** Logging, monitoring, alerting, incident management, and ticketing systems.
- **Third parties:** Vendors that store, transmit, or can access customer data, including sub-processors.

## Write a system description that an auditor can test

SOC 2 reporting includes a system description that explains what the service does, what data it handles, and how it is operated. For SaaS, this is also a great internal document. It forces you to document data flows, operational responsibilities, and key dependencies. Are you confident that everyone on your team would describe the production environment in the same way? If not, the system description is the place to align.

## Set clear commitments that match reality

Auditors test your controls against the commitments you make. Those commitments appear in policies, customer contracts, security documentation, and internal procedures. It is tempting to promise everything, but vague or overly broad promises create audit risk. A practical approach is to align commitments to what your team can operate consistently.

## Controls that matter most for SaaS SOC 2 Type II

SOC 2 controls vary by organization, but SaaS audits tend to focus on a predictable set of areas. The goal is not to create perfect controls. The goal is to create controls that are appropriate for your risks and that your team can follow every week.

### Identity and access management

- **Strong authentication:** Multi-factor authentication for workforce accounts and privileged access. Clear rules for shared accounts and service accounts.
- **Least privilege:** Role based access and approval workflows for elevated permissions. Regular access reviews for administrators.
- **Offboarding:** Documented and timely removal of access when people change roles or leave.

### Change management and secure software delivery

- **Documented deployment process:** A defined path from code change to production release, including required reviews and approvals.
- **Separation of duties:** Controls that reduce the risk of a single person pushing unsafe changes without oversight, adapted to your team size.
- **Logging of changes:** Evidence that you can trace who changed what, when, and why.

### Security monitoring and incident response

- **Centralized logging:** Collect logs from cloud infrastructure, identity systems, and key application components.
- **Alerting and triage:** Defined thresholds and on-call expectations, even if the initial program is small.
- **Incident response plan:** A written process for detection, containment, eradication, and recovery, plus post-incident reviews.

## Vulnerability management

- **Asset inventory:** An up to date view of what systems exist in production, including cloud services and critical third parties.
- **Scanning and patching:** Routine vulnerability scanning and patch management with documented prioritization.
- **Penetration testing:** Periodic testing of web applications and APIs, with remediation tracking and verification.

## Vendor and sub-processor management

SaaS products rely on vendors for hosting, analytics, support tooling, and payment processing. Auditors will ask how you evaluate vendors and how you manage risk when vendors change their practices. The key is consistency. A small vendor review process performed reliably beats an ambitious process that never happens.

- **Vendor inventory:** A maintained list of vendors that can access, store, or process customer data.
- **Due diligence:** Security questionnaires or evidence review for critical vendors, and contract language that defines responsibilities.
- **Ongoing monitoring:** A periodic check for changes in vendor posture and a process for exceptions.

## Evidence collection that does not consume engineering time

Type II audits require evidence across the whole observation period. Teams often struggle because they treat evidence as a one-time scramble at the end. A better approach is to build a weekly and monthly routine where evidence is captured as work happens.

### Build an evidence map

Start by listing each control and the proof that demonstrates it. Proof often comes from three places: system configuration, tickets and approvals, and policy documents. A simple evidence map helps you avoid guessing later.

### Automate what you can, document what you cannot

Some evidence can be collected automatically, like multi-factor authentication settings and encryption configurations. Other evidence is naturally manual, like security training completion or incident

postmortems. The goal is to reduce the manual burden where automation is safe, then document a lightweight manual process for the rest.

### Create an audit-ready cadence

- **Weekly:** Review privileged access changes, check security alerts, and confirm backups and monitoring are healthy.
- **Monthly:** Run vulnerability scans, complete access reviews for key systems, and confirm vendor inventory accuracy.
- **Quarterly:** Test incident response, review policies for changes, and complete internal control reviews.

### Common SOC 2 pitfalls for SaaS teams

SOC 2 audits rarely fail because a company lacks advanced security technology. They slip because day-to-day practices are inconsistent or because the scope and documentation do not match reality. A few predictable pitfalls show up across SaaS organizations of every size.

- **Over-scoping the audit:** Including every internal system and experimental environment increases effort without improving customer confidence. Keep the scope tied to the customer facing service.
- **Policy-first, practice-later:** Writing policies that the team does not follow creates evidence gaps. Start with the process you can run, then document it.
- **Screenshot-driven evidence:** Manual screenshots are hard to repeat and easy to miss. Prefer exports, reports, tickets, and configuration baselines.
- **Undefined ownership:** Controls without owners turn into last-minute scrambles. Assign an accountable owner for each control and each evidence item.
- **Ignoring vendors:** Third parties are part of your system. Vendor inventory and contract terms are tested more often than teams expect.
- **Treating exceptions as rare:** Access exceptions, emergency changes, and outages happen. Auditors focus on how you handle exceptions, not whether you claim they never occur.

### What auditors request and how to respond efficiently

Auditors usually ask for a mix of evidence that shows configuration, activity, and oversight. If you package evidence in a consistent format, you reduce follow-up questions. That saves time for everyone.

- **Configuration baselines:** Examples include multi-factor authentication settings, password policies, encryption configuration, and logging settings. Export configuration where possible.
- **Change records:** Pull change tickets, pull requests, approvals, and deployment logs that show reviews and authorization.

- **Access reviews:** Provide a dated record of administrator access reviews, including approvals and any remediation actions taken.
- **Incident records:** If you had incidents, provide the ticket, timeline, communications, and post-incident review. If you had none, provide evidence of monitoring and testing of the process.
- **Training and awareness:** Provide training completion reports and onboarding checklists that show training is part of the process.

## Implementation Methodology

### Phase 1: Assessment and planning

Begin with a readiness assessment that compares your current practices to the Trust Services Criteria you plan to include. Confirm scope, define your system description, and identify gaps that must be closed before the observation period starts. This is also the time to choose an auditor and align on the audit timeline.

### Phase 2: Control implementation and evidence design

Implement or refine controls based on the readiness findings. Focus on the controls that auditors test most often in SaaS environments, such as access management, change control, monitoring, and incident response. Build the evidence map and set up automated evidence collection where possible. Run an internal mock audit to confirm the controls operate as written.

### Phase 3: Type II audit execution and continuous improvement

Start the observation period with clear ownership for each control. Maintain an evidence cadence and resolve exceptions quickly. During the audit, respond to auditor requests with organized evidence packages rather than raw screenshots. After the report is issued, treat findings as input to improve the program, not as a failure.

## Business Benefits for SaaS companies

- **Faster enterprise sales cycles:** A SOC 2 Type II report reduces back-and-forth during security reviews and helps sales teams answer questions consistently.
- **Reduced operational risk:** Controls around access, monitoring, and change management reduce the probability and impact of incidents.
- **Better internal alignment:** Clear processes and documented responsibilities reduce confusion as the company grows.
- **Audit readiness as a habit:** A repeatable evidence routine reduces stress each year and makes renewals easier.

## Frequently Asked Questions

### Do we need a Type I report before Type II?

Not always. Many SaaS companies go directly to Type II if they can implement controls quickly and maintain them during the observation period. Type I can still be useful if a customer needs an early milestone or if you are standardizing your program for the first time.

### **How long should the Type II observation period be?**

Observation periods vary. Six to twelve months is common. The right choice depends on customer expectations and how quickly you can stabilize controls. Shorter periods can reduce time to report, but you still need enough time to demonstrate consistency.

### **What if we run on a major cloud provider?**

Using a major cloud provider helps because many infrastructure controls are handled by the provider. Your audit will still focus on how you configure the environment, how you manage access, and how you operate the application. Shared responsibility does not remove your obligations. It changes them.

### **How do we handle a small team where one person does many roles?**

Auditors understand small team realities, but they still expect reasonable checks and balances. You can use peer review, automated deployment gates, and approval workflows to reduce risk without adding headcount.

### **What support can a partner provide?**

Many SaaS teams work with a partner to accelerate readiness, build policies, implement technical controls in cloud environments, and coordinate evidence collection. Jacobian Engineering supports SOC 2 preparation and continuous compliance, including control design, implementation, evidence platform setup, and coordination with CPA firms.

## **Conclusion**

SOC 2 Type II is easiest when you treat it as a steady operational practice rather than a one-time project. A focused scope, a realistic control set, and a simple evidence cadence can produce a report that customers trust and that your team can maintain.

If you want a second set of eyes on scope, a readiness assessment, or help translating controls into cloud and DevOps changes, Jacobian Engineering can help you build a SOC 2 program that fits how a SaaS business actually runs.