DATA SECURITY ESSENTIALS FOR SMALL MERCHANTS A PRODUCT OF THE PAYMENT CARD INDUSTRY SMALL MERCHANT TASK FORCE

## Common Payment Systems Version 2.0 | August 2018



# Payment System Types and How to Secure Them



#### **PAYMENT SYSTEM TYPES**

To protect your business against payment data theft, you first have to understand how you take payments in your store or shop. What kind of equipment do you use, who are your bank and technology vendor partners, and how do these things all fit together?

Use these real-life visuals to identify what type of payment system you use, the kinds of risks associated with your system, and the security steps you can take to protect it.



### How do you use this resource?

### IDENTIFY WHICH VISUAL MOST CLOSELY REPRESENTS YOUR PAYMENT SYSTEM:

- This guide, intended to supplement the <u>Guide to Safe</u> <u>Payment</u>, shows several common payment system diagrams, starting with the most simple up to very complex.
- Each payment system diagram includes four views:
  1) Overview
  - 2) Risks where card data is exposed
  - 3) Threats how criminals can get card data
  - 4) Protections recommended ways to protect card data.
- Flip through to find the one you recognize as yours.

#### UNDERSTAND YOUR RISKS AND THREATS:

• Once you find the payment system views that most closely matches yours, review the next two diagrams to see where card data is at risk for your business, and the ways your business is vulnerable to attack.

### PROTECT CARD DATA AND YOUR BUSINESS WITH SECURITY BASICS:

- Lastly, review the fourth view for your payment system type that includes basic security recommendations to help you protect your business.
- This view includes links to the recommendations in the areas in the <u>Guide to Safe Payments</u> to help you in this process.
- See also <u>Questions to Ask Your Vendors</u> and the <u>Glossary</u> <u>of Payment and Information Security Terms</u>.

#### COMPLETE THE DATA SECURITY ESSENTIALS EVALUATION IF SO INSTRUCTED BY YOUR ACQUIRER/ BRAND

Optionally, for merchant information only, you can elect to use this resource or PCI SSC's <u>Data Security Essentials</u> <u>Evaluation Tool</u> to gain insight about security practices relevant to how you accept payments. To use this resource, simply:

- Start at <u>Payment system types at-a-glance</u>
- Find the payment system diagram that most closely matches how you accept payments
- From that diagram, click on the **Blue Box** to download the relevant Evaluation Form
- Provide your responses
- Review your results
- Print out or save the resulting PDF for future use

Note that these are preliminary results. You cannot submit the evaluation from PCI SSC's website, nor does PCI SSC submit it on your behalf. You must contact your merchant bank and follow their completion and submission instructions.



### What do these terms mean?

Accepting face-to-face card payments from your customers requires special equipment. Depending on where in the world you are located, equipment used to take payments is called by different names. Here are the types we reference in this document and what they are commonly called.



A **PAYMENT TERMINAL** is the device used to take customer card payments via swipe, dip, insert, tap, or manual entry of the card number. Point-of-sale (or POS) terminal, credit card machine, PDQ terminal, or EMV/chip-enabled terminal are also names used to describe these devices.



An **ELECTRONIC CASH REGISTER** (or till) registers and calculates transactions, and may print out receipts, but it does not accept customer card payments.



An INTEGRATED PAYMENT TERMINAL is a payment terminal and electronic cash register in one, meaning it takes payments, registers and calculates transactions, and prints receipts.



A **MERCHANT BANK** is a bank or financial institution that processes credit and/or debit card payments on behalf of merchants. Acquirer, acquiring bank, and card or payment processor are also terms for this entity.



**ENCRYPTION** (or cryptography) makes card data unreadable to people without special information (called a key). Cryptography can be used on stored data and data transmitted over a network. Payment terminals that are part of a PCI-listed P2PE solution provide merchants the best assurance about the quality of the encryption. With a PCIlisted P2PE solution, card data is always entered directly into a PCI-approved payment terminal with something called "secure reading and exchange of data (SRED)" enabled. This approach minimizes risk to clear-text card data and protects merchants against payment-terminal exploits such as "memory scraping" malware. Any encryption that is not done within a PCI-listed P2PE should be discussed with your vendor.



A **PAYMENT SYSTEM** includes the entire process for accepting card payments. Also called the cardholder data environment (CDE), your payment system may include a payment terminal, an electronic cash register, other devices or systems connected to a payment terminal (for example, Wi-Fi for connectivity or a PC used for inventory), and the connections out to a merchant bank. It is important to use only secure payment terminals and solutions to support your payment system.



### **Understanding your E-commerce Payment System**

When you sell products or services online, you are classified as a e-commerce merchant. Here are some common terms you may see or hear and what they mean.



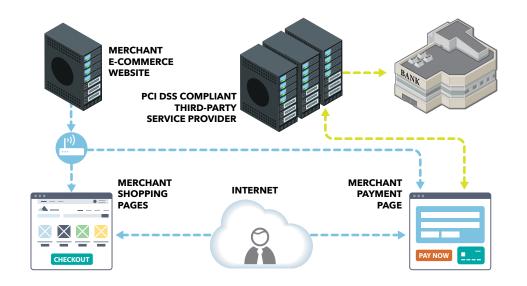
An **E-COMMERCE WEBSITE** houses and presents your business website and shopping pages to your customers. The website may be hosted and managed by you or by a third party hosting provider.



Your **SHOPPING PAGES** are the web pages that show your product or services to your customers, allowing them to browse and select their purchase, and provide you with their personal and delivery details. No payment card data is requested or captured on these pages.



Your **PAYMENT PAGE** is the web page or form used to collect your customer's payment card data after they have decided to purchase your product or services. Handling of card data may be 1) managed exclusively by the merchant using a shopping cart or payment application, 2) partially managed by the merchant with the support of a third party using a variety of methods, or 3) wholly outsourced to a third party. Most times, using a wholly outsourced third party is your the safest option - and it is important to make sure they are a PCI DSS validated third party.



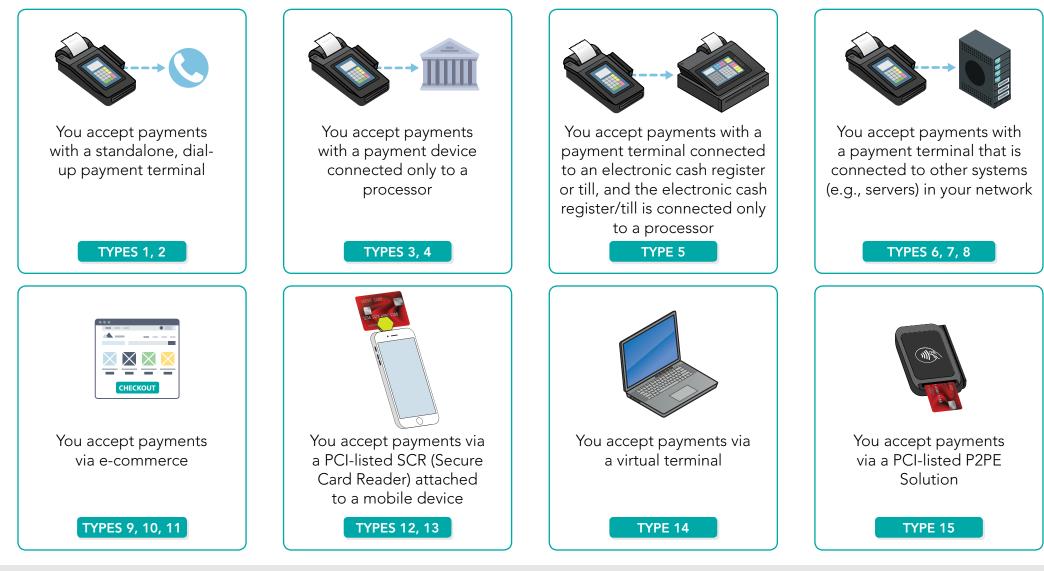
An **E-COMMERCE PAYMENT SYSTEM** encompasses the entire process for a customer to select products or services and for the e-commerce merchant to accept card payments, including a website with shopping pages and a payment page or form, other connected devices or systems (for example Wi-Fi or a PC used for inventory), and connections to the merchant bank (also called a payment service provider or payment gateway). Depending on the merchant's e-commerce payment scenario, an e-commerce payment system is either wholly outsourced to a third party, partially managed by the merchant with support from a third party, or managed exclusively by the merchant.



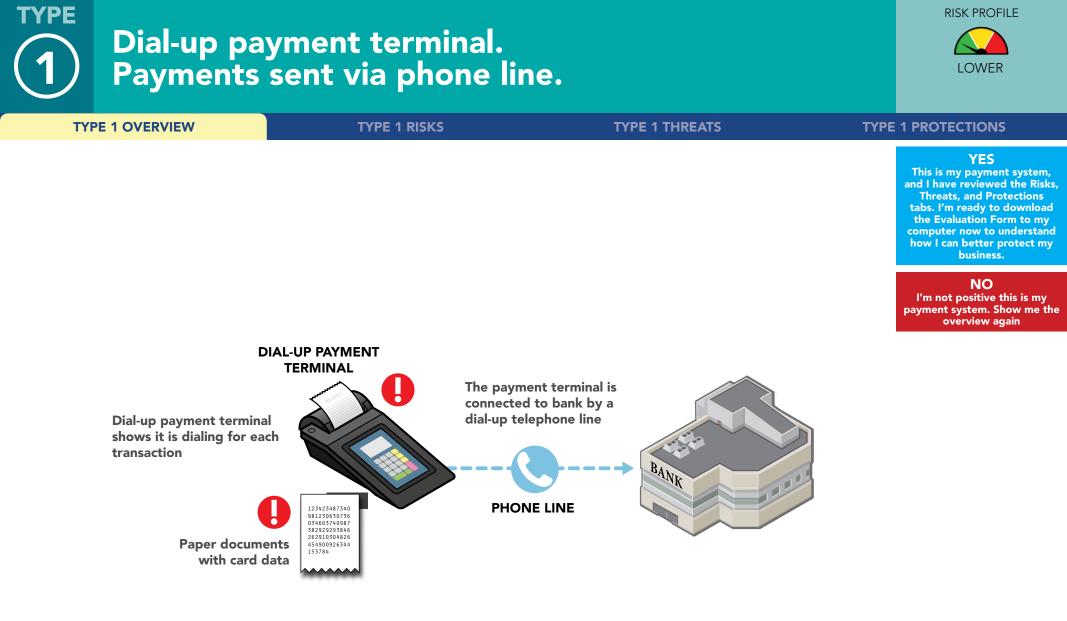
#### Payment system types at-a-glance

#### How do you accept payments?

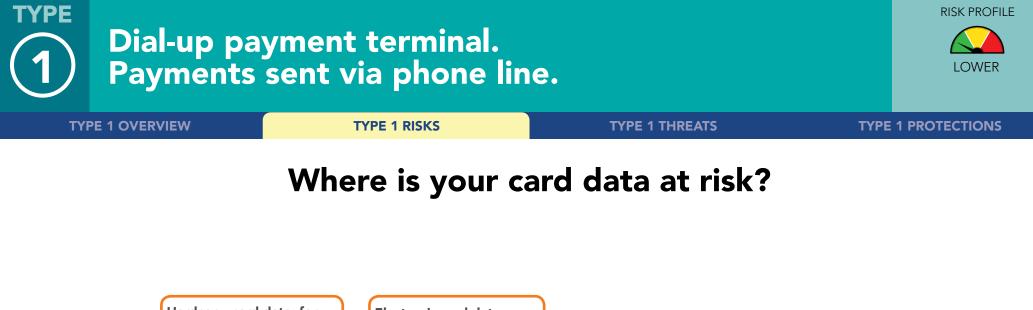
#### Review all payment diagrams that apply to how your business accepts payments

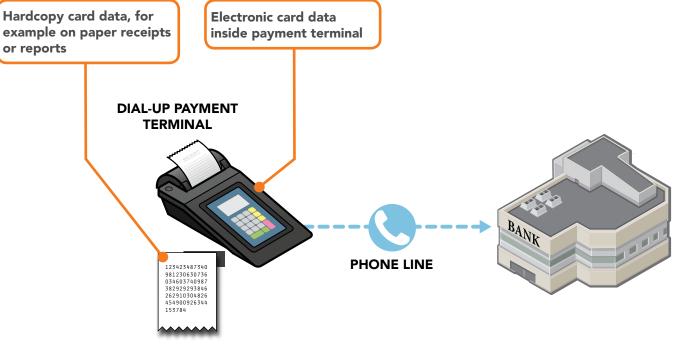




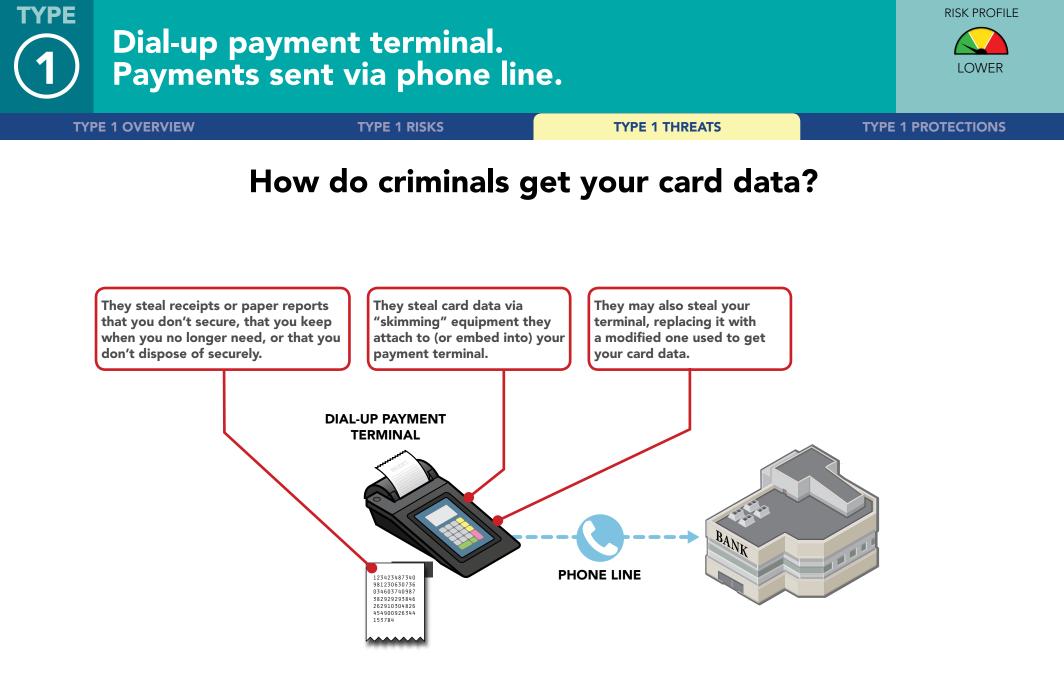




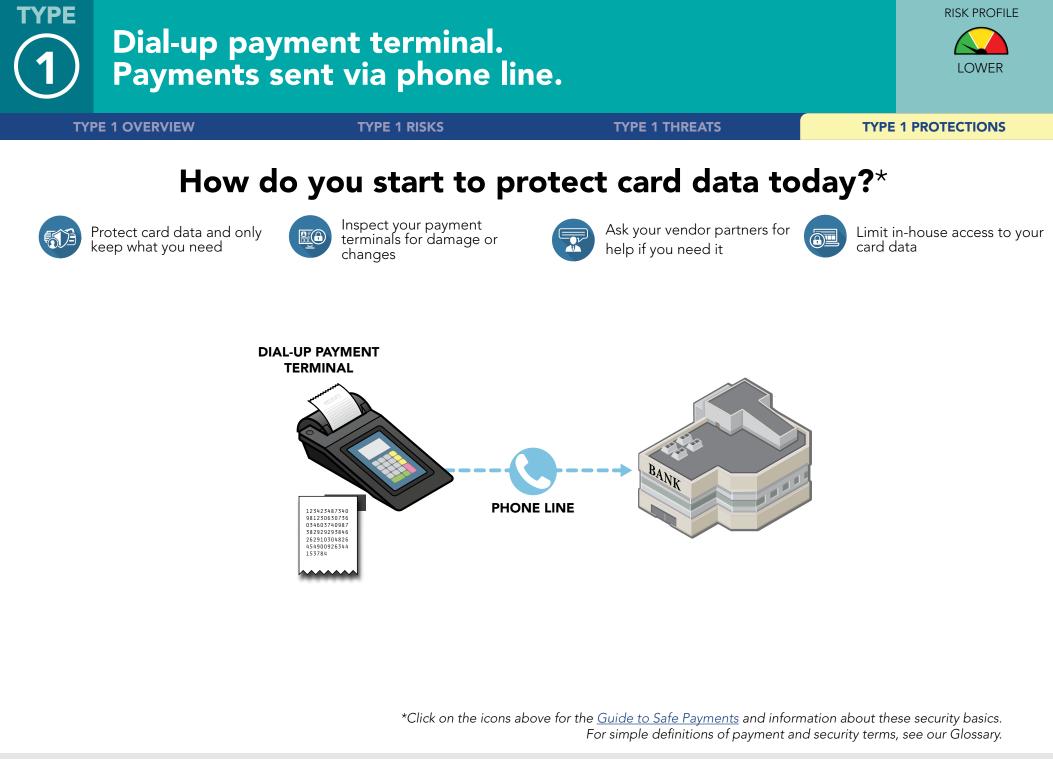




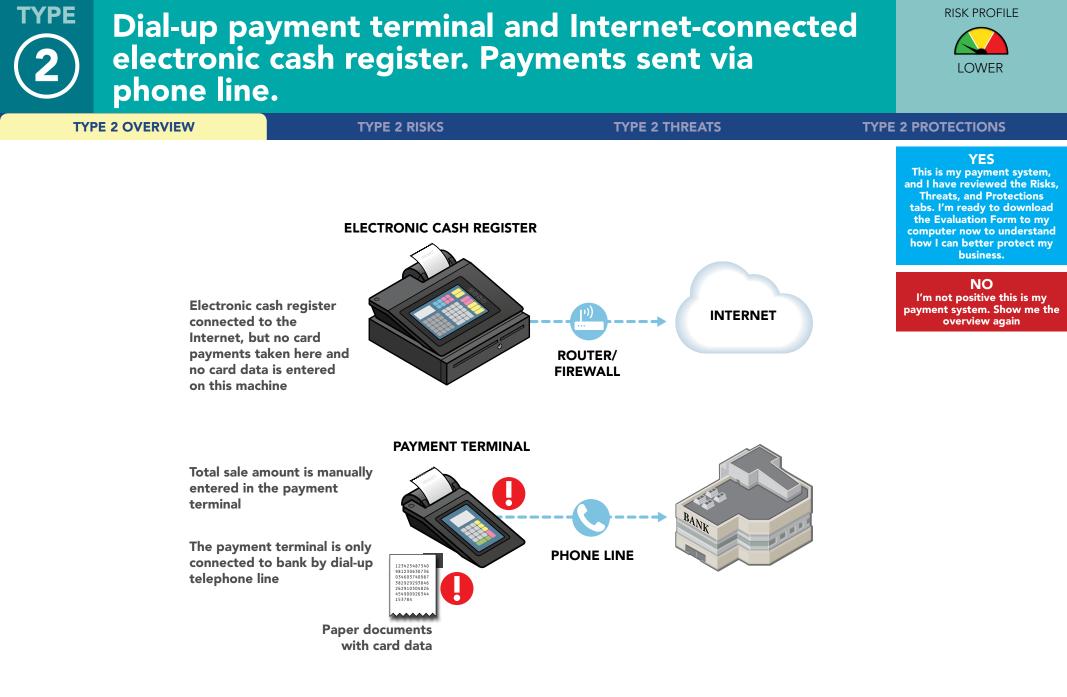




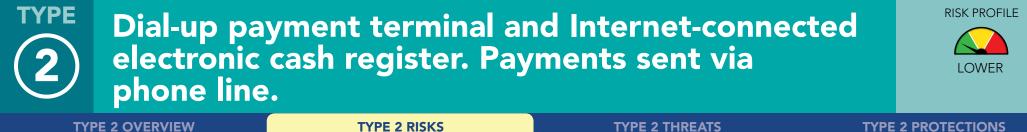




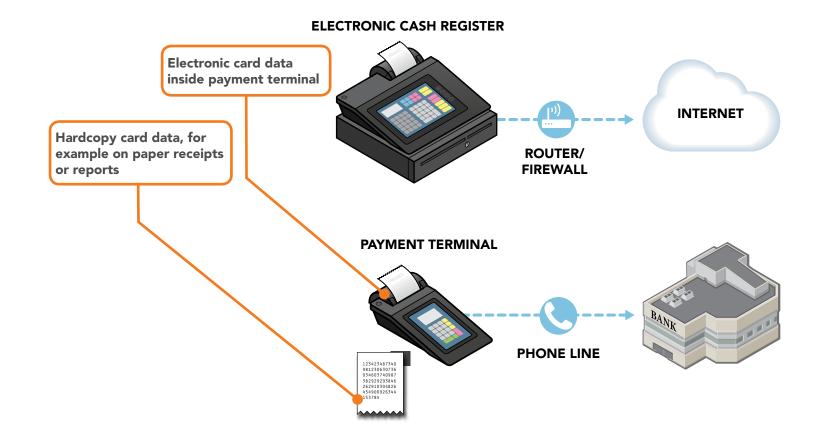








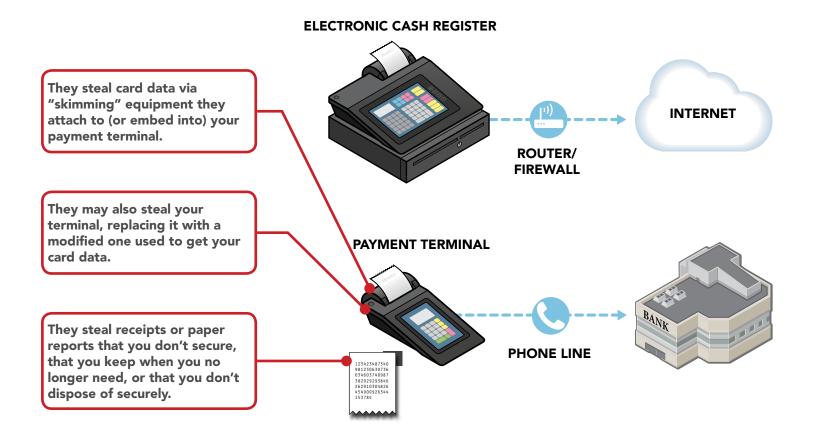
#### Where is your card data at risk?



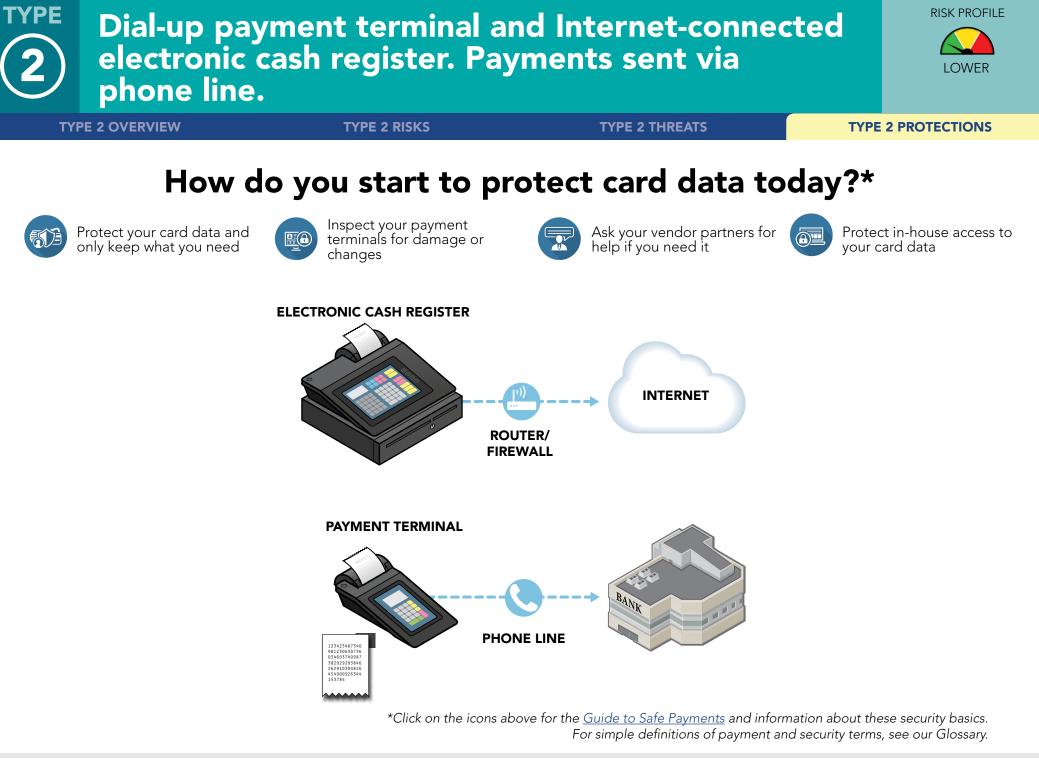




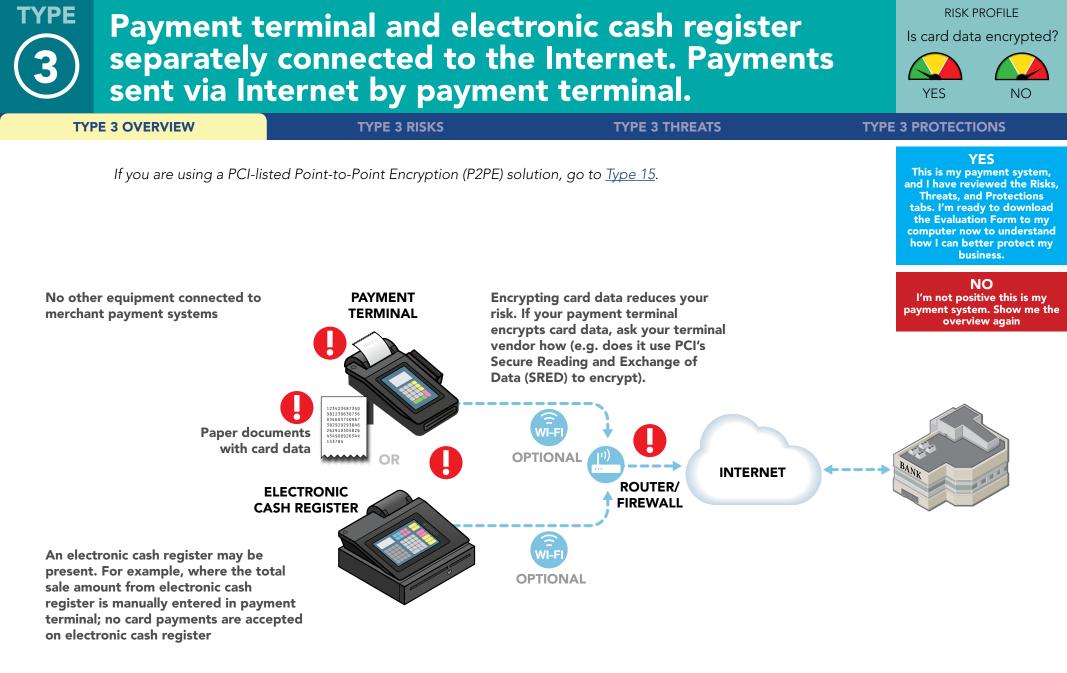
#### How do criminals get your card data?



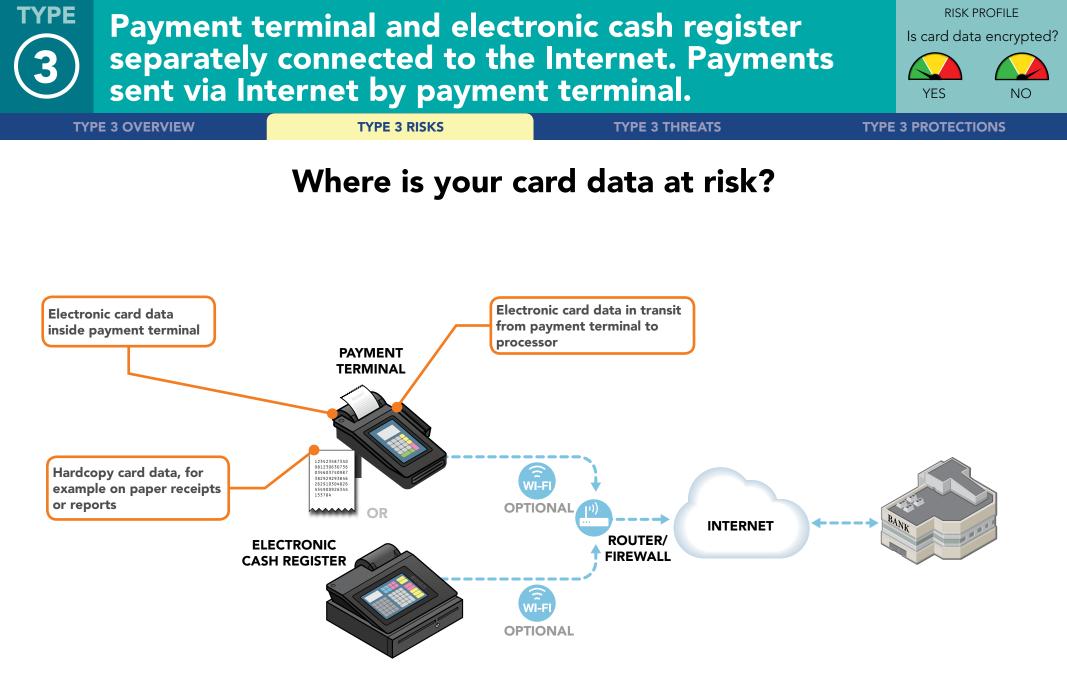
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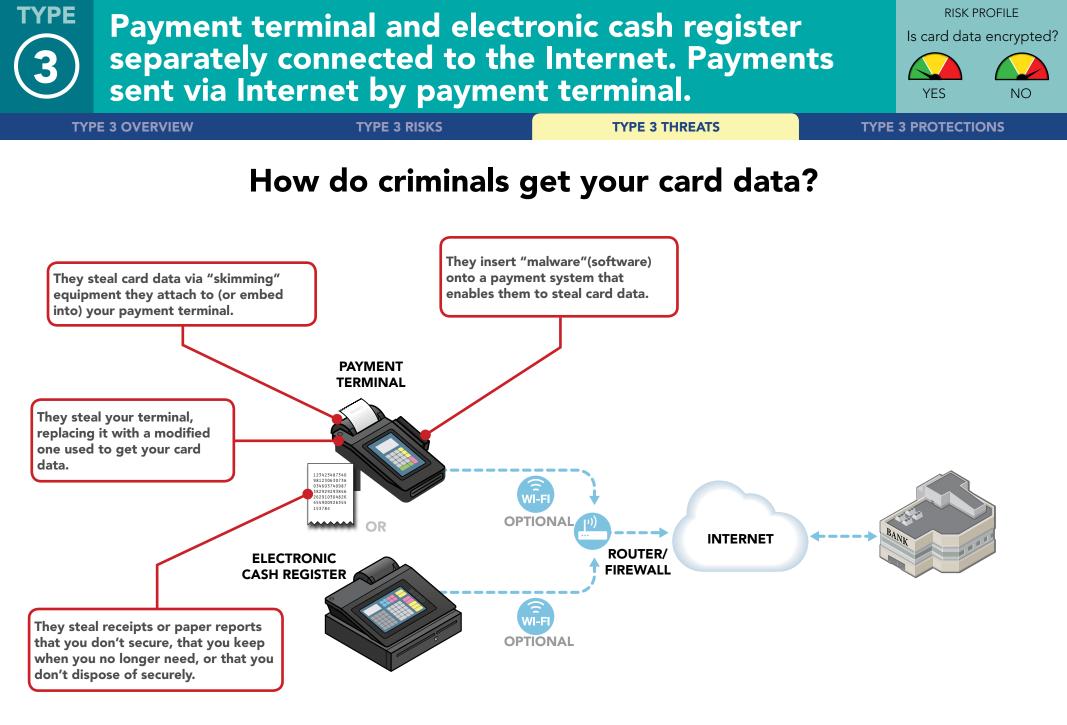




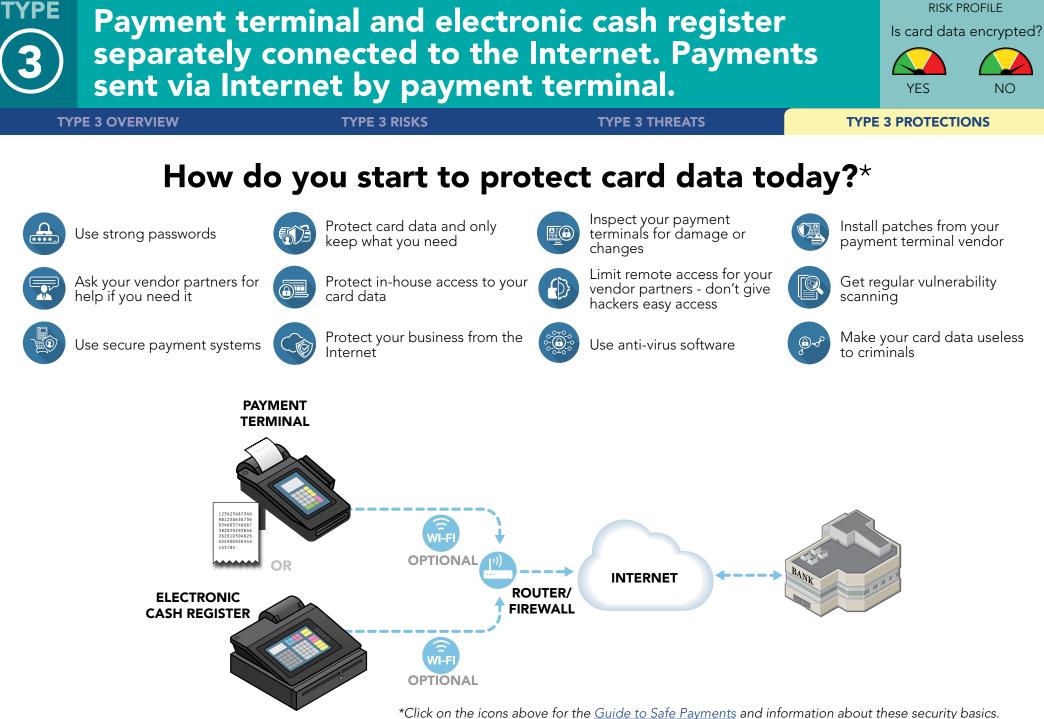






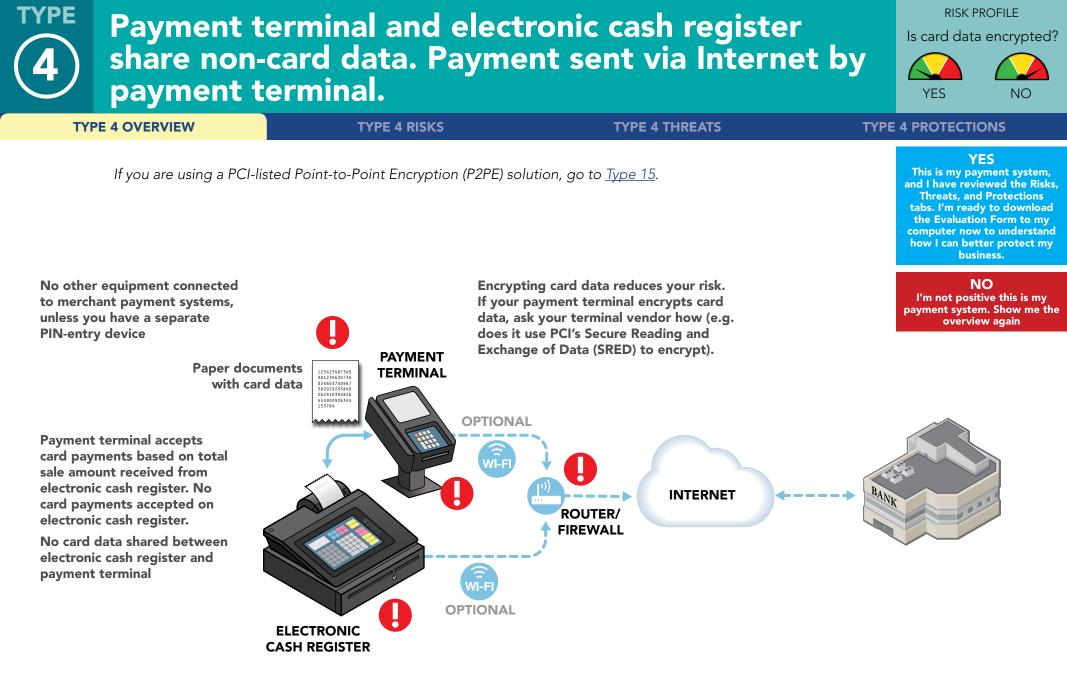






For simple definitions of payment and security terms, see our Glossary.

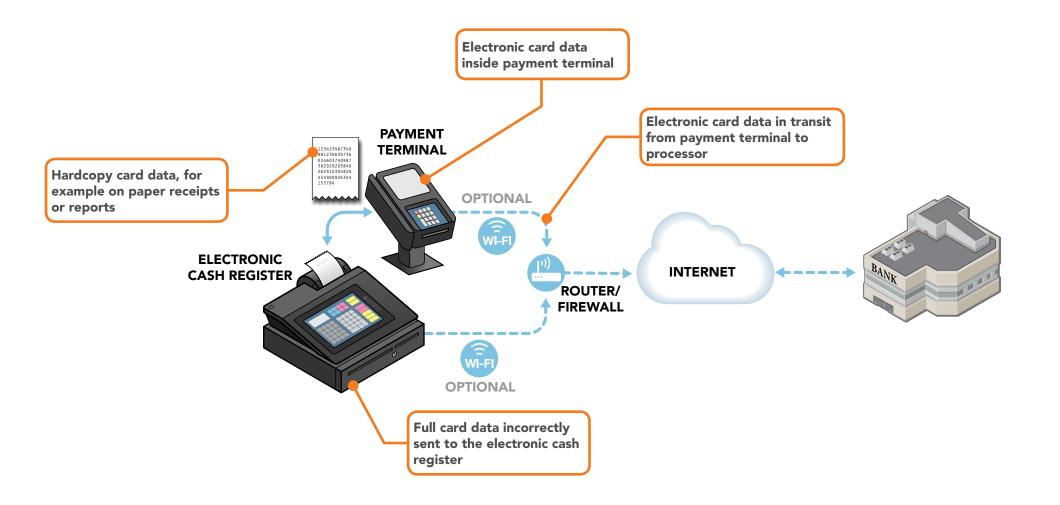




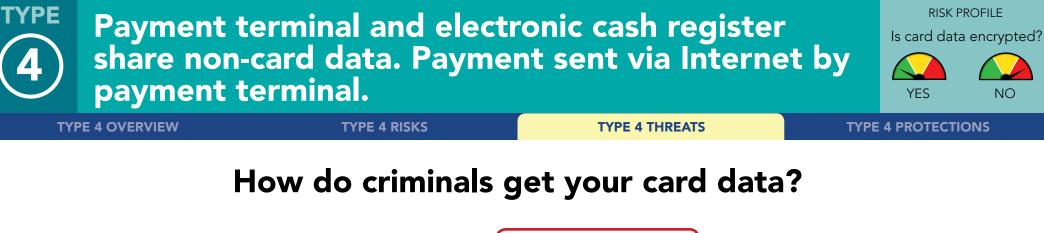
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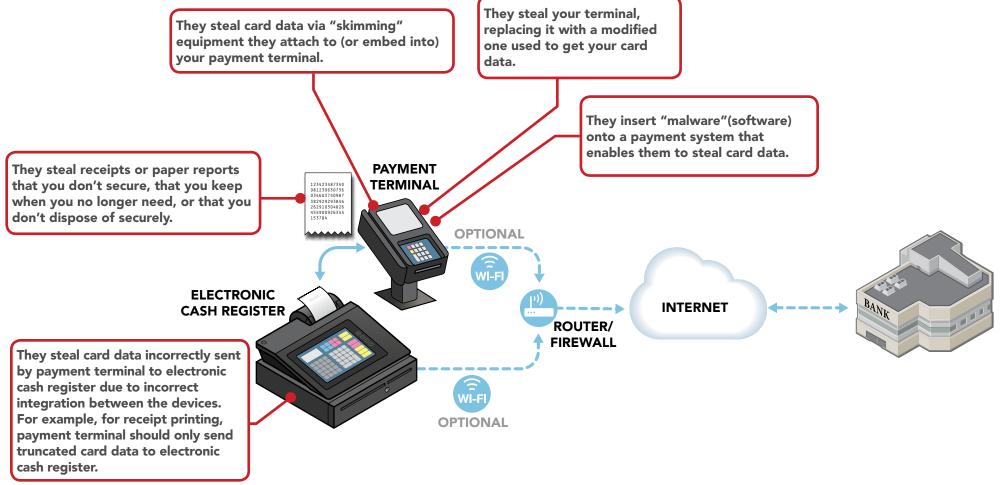


### Where is your card data at risk?

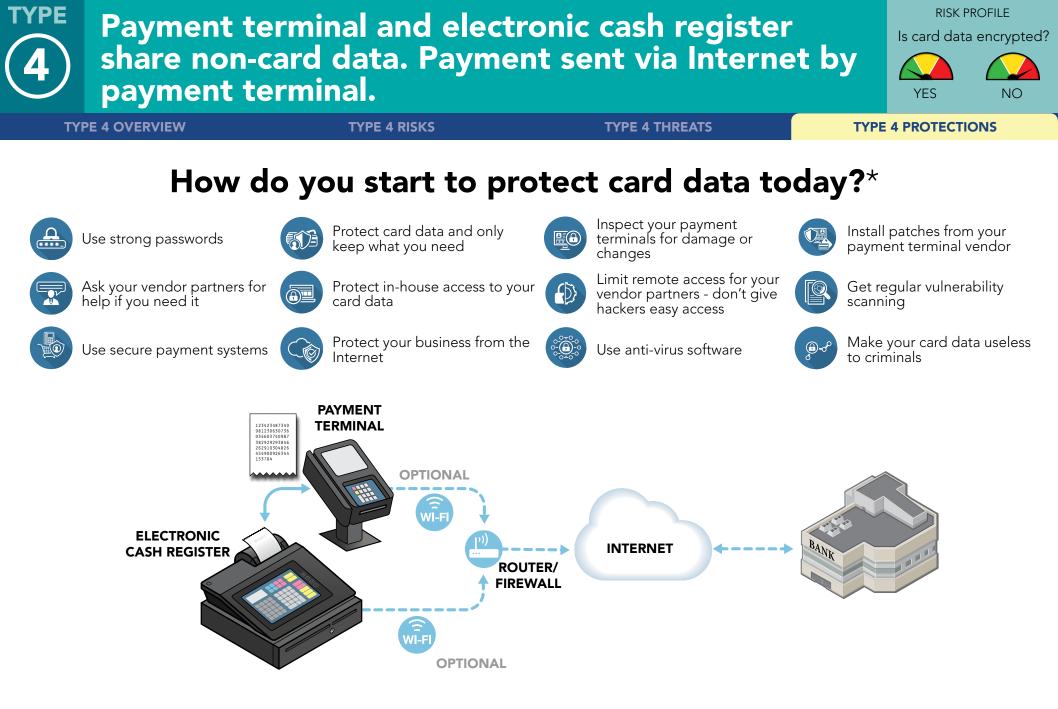






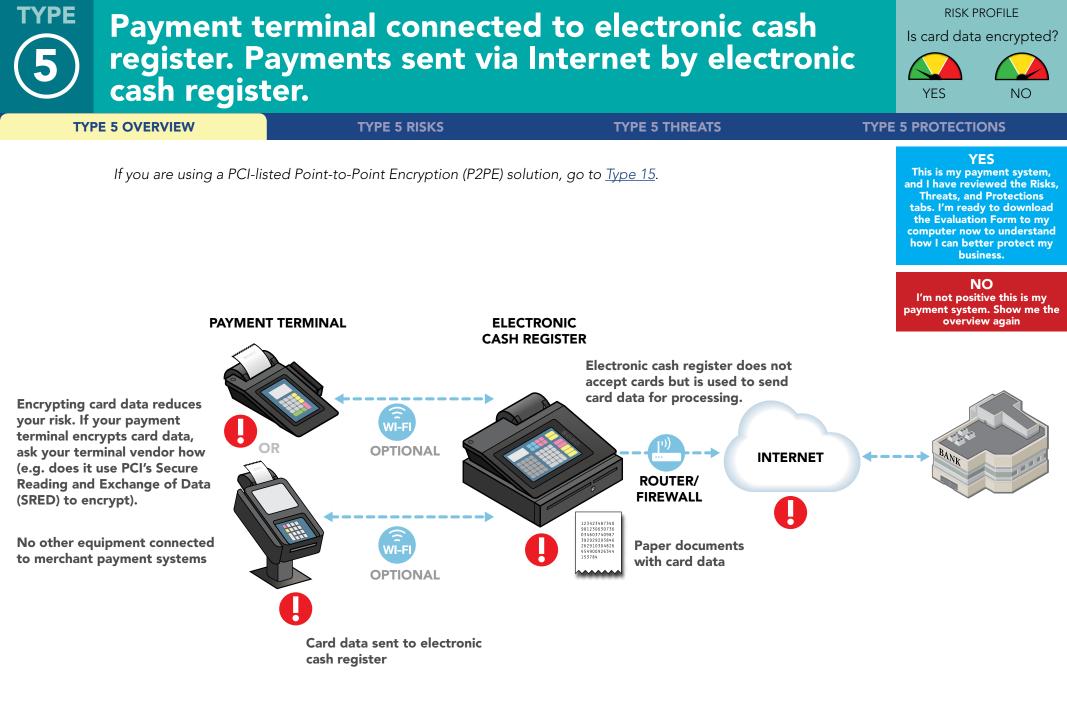




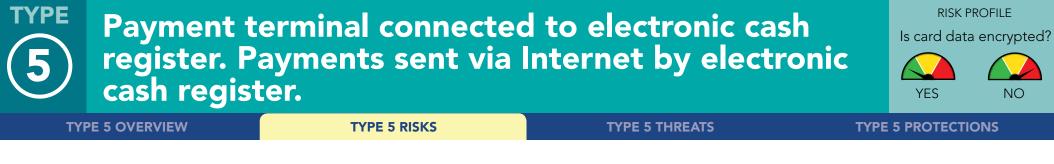


\*Click on the icons above for the <u>Guide to Safe Payments</u> and information about these security basics. For simple definitions of payment and security terms, see our Glossary.

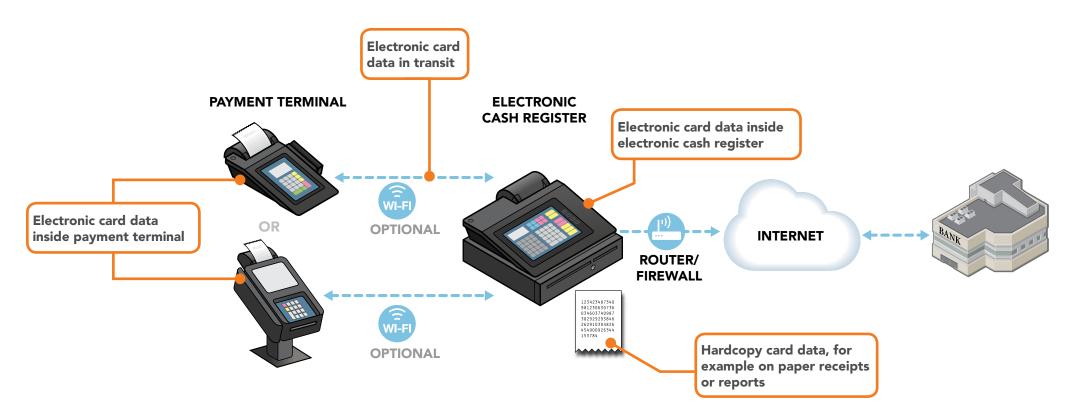






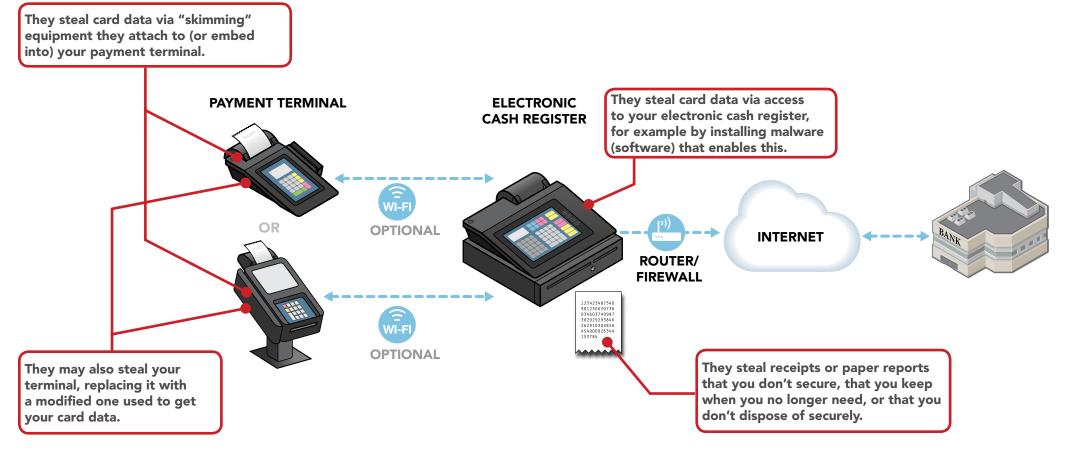


#### Where is your card data at risk?

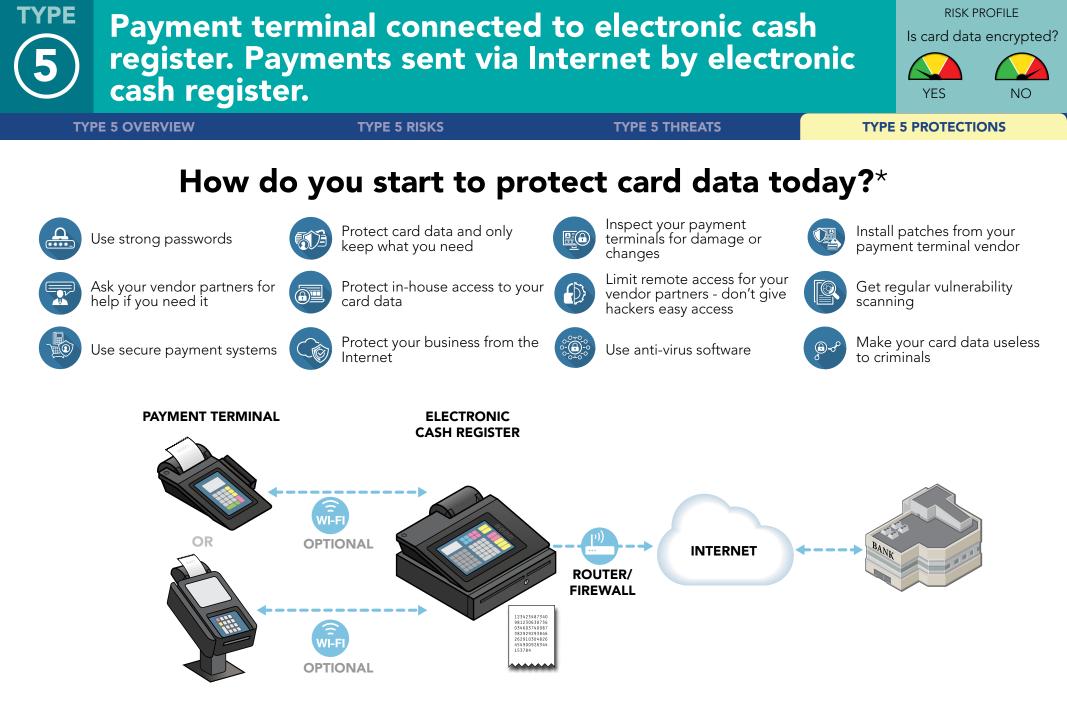






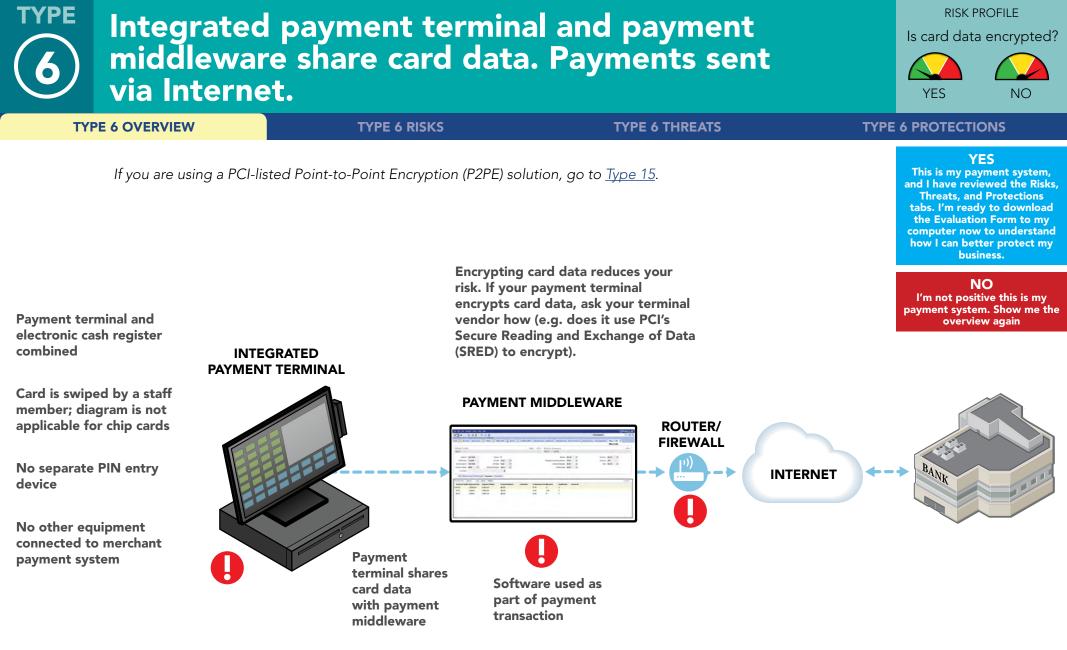




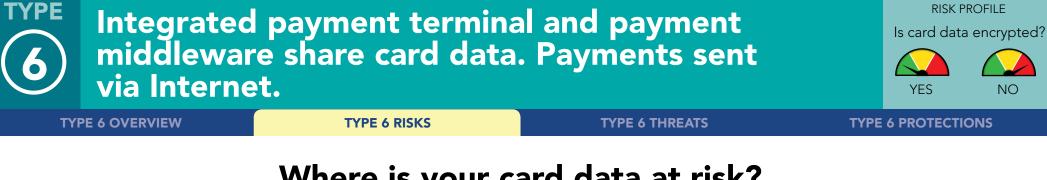


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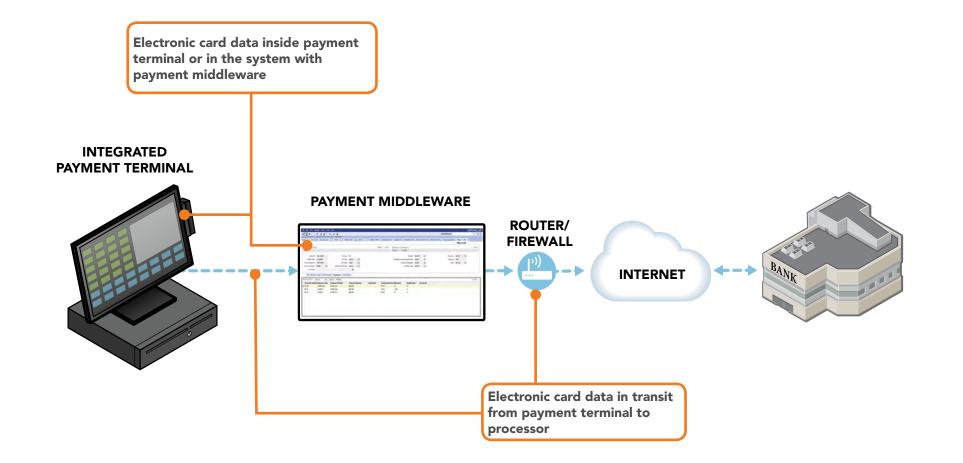






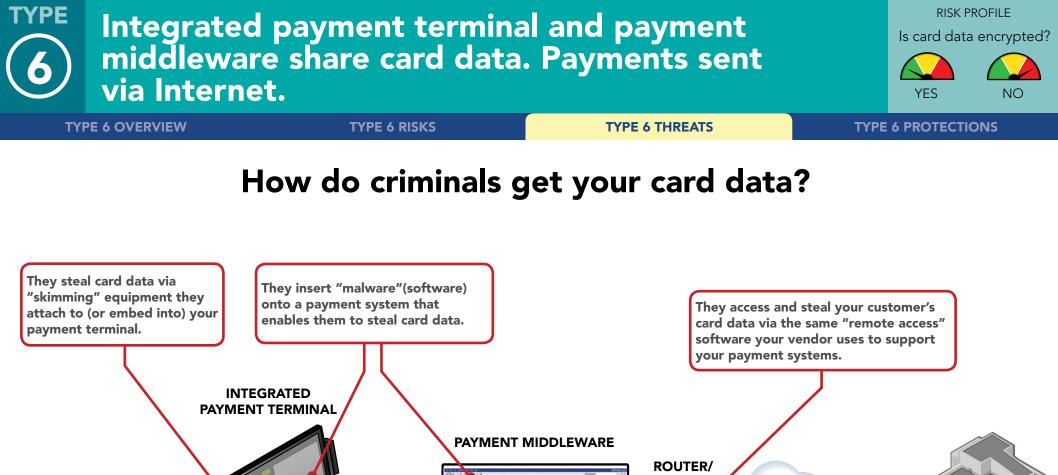


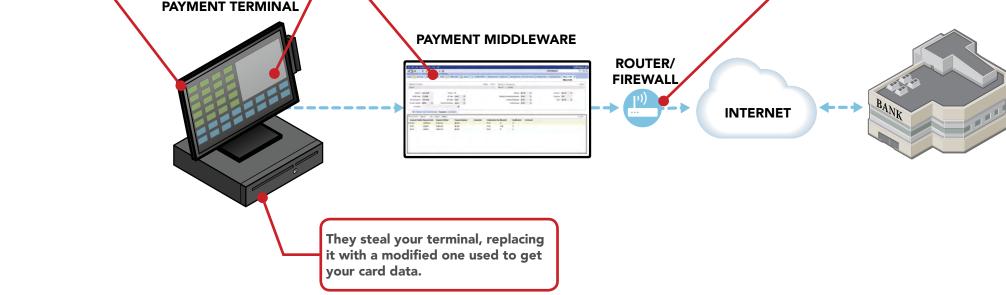
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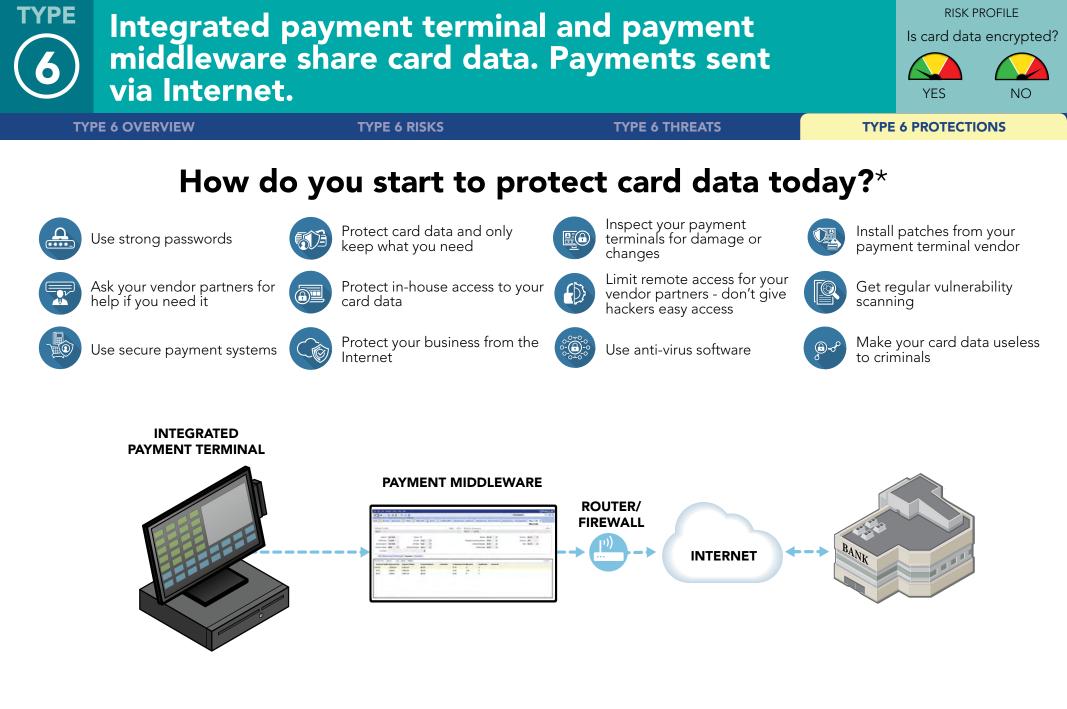
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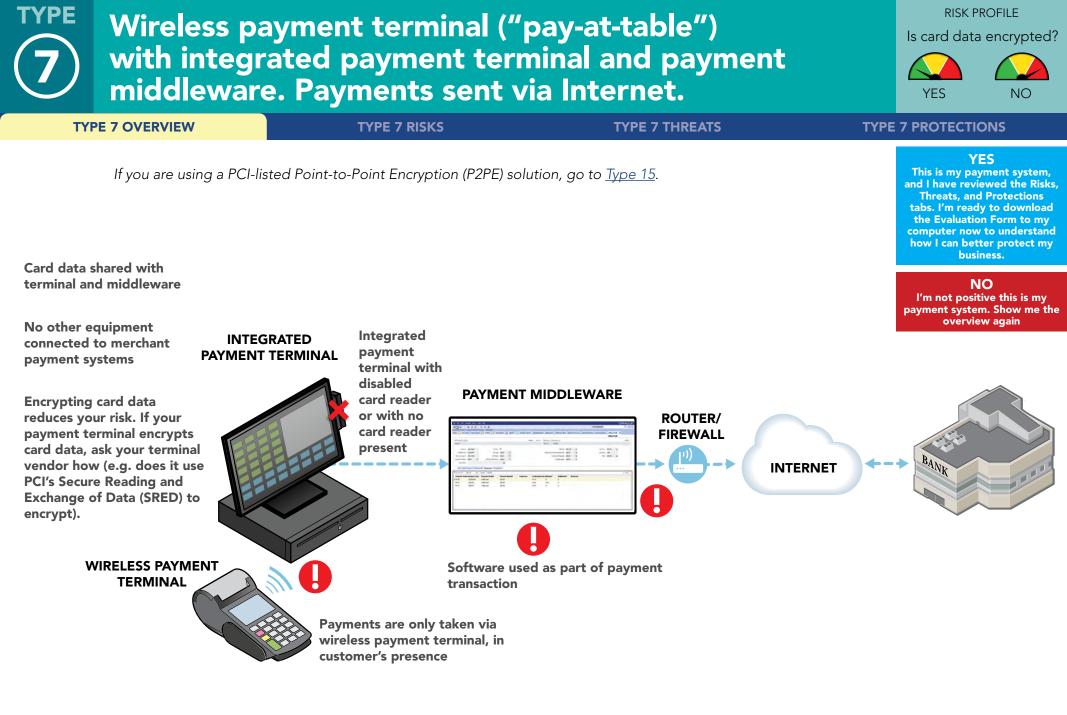




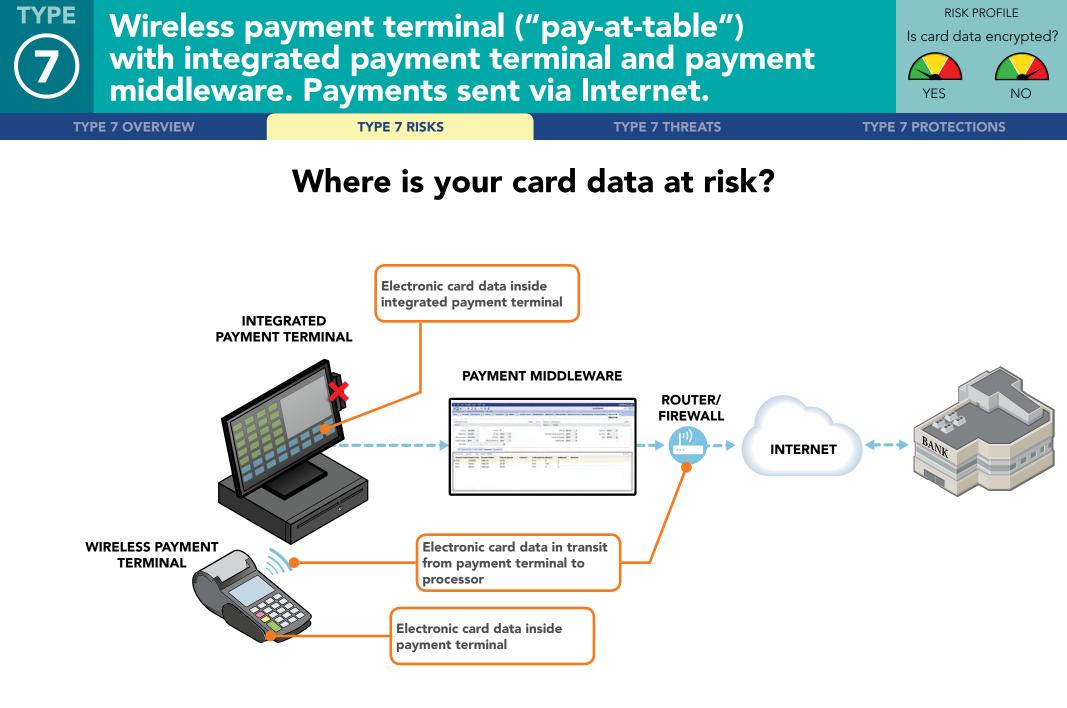


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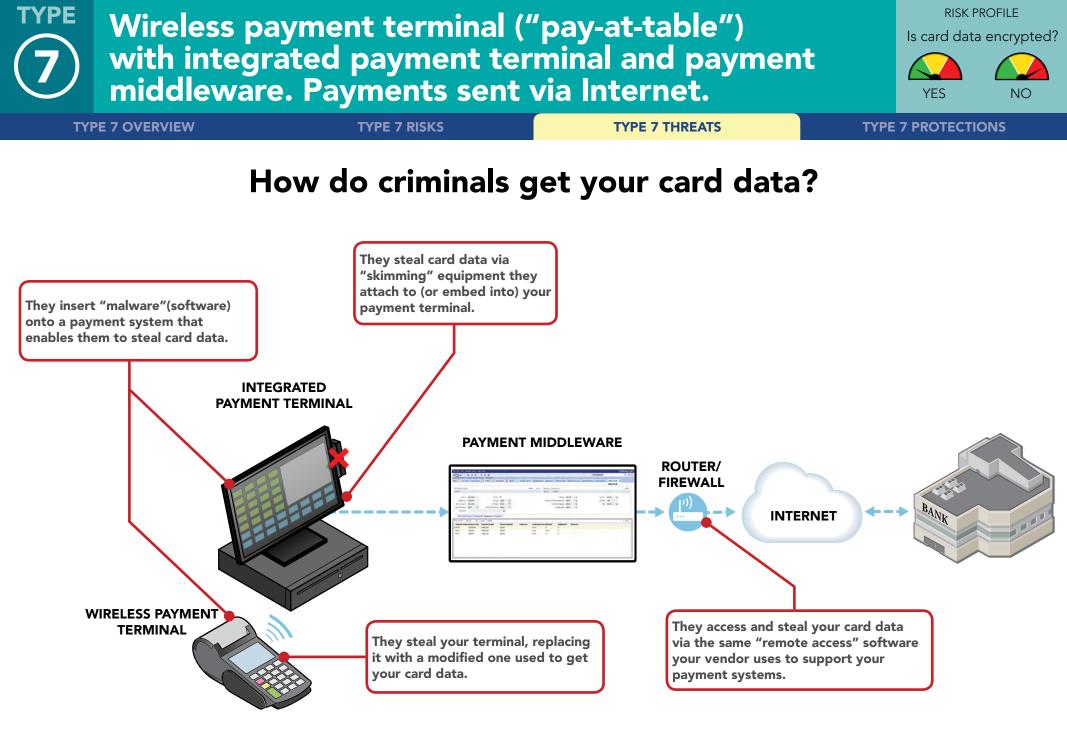




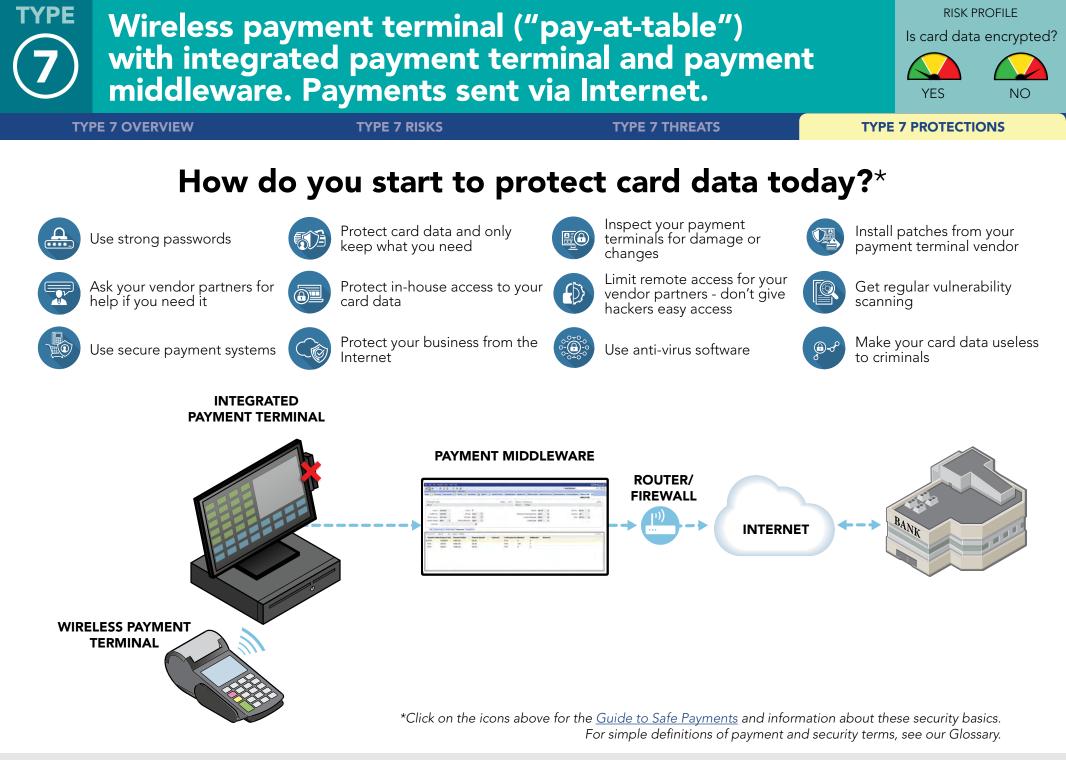




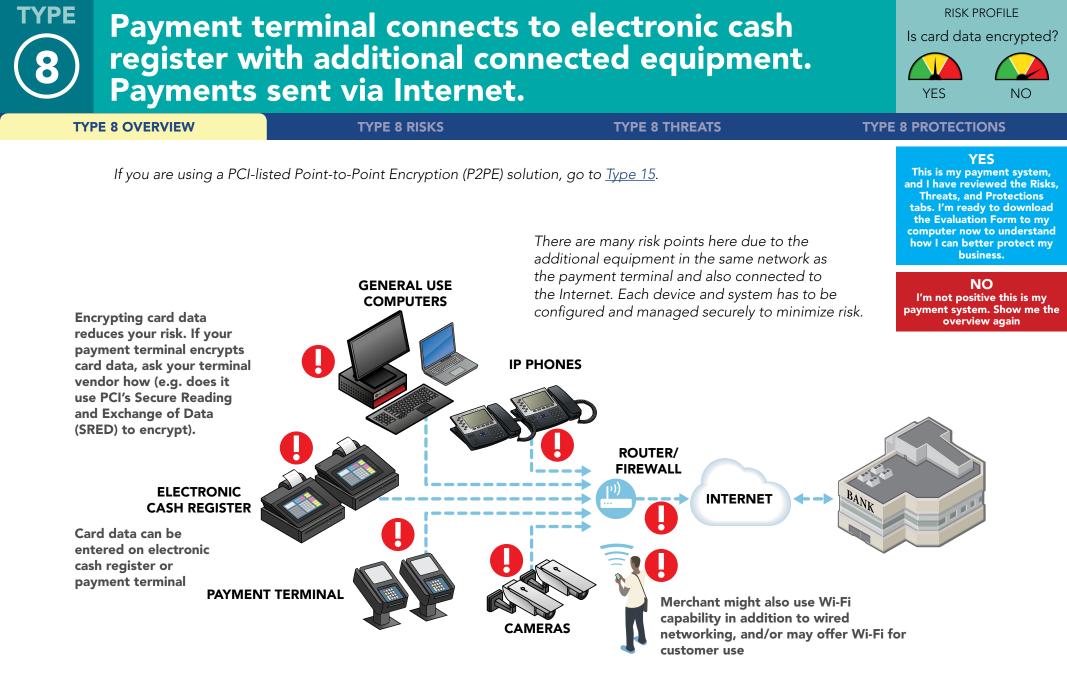
















Payment terminal connects to electronic cash register with additional connected equipment. Payments sent via Internet.

RISK PROFILE Is card data encrypted?

YES NO

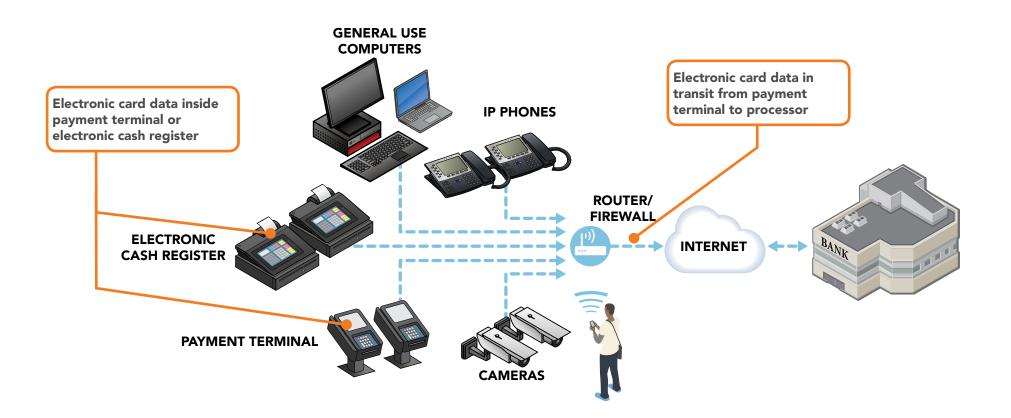
TYPE 8 OVERVIEW

TYPE 8 RISKS

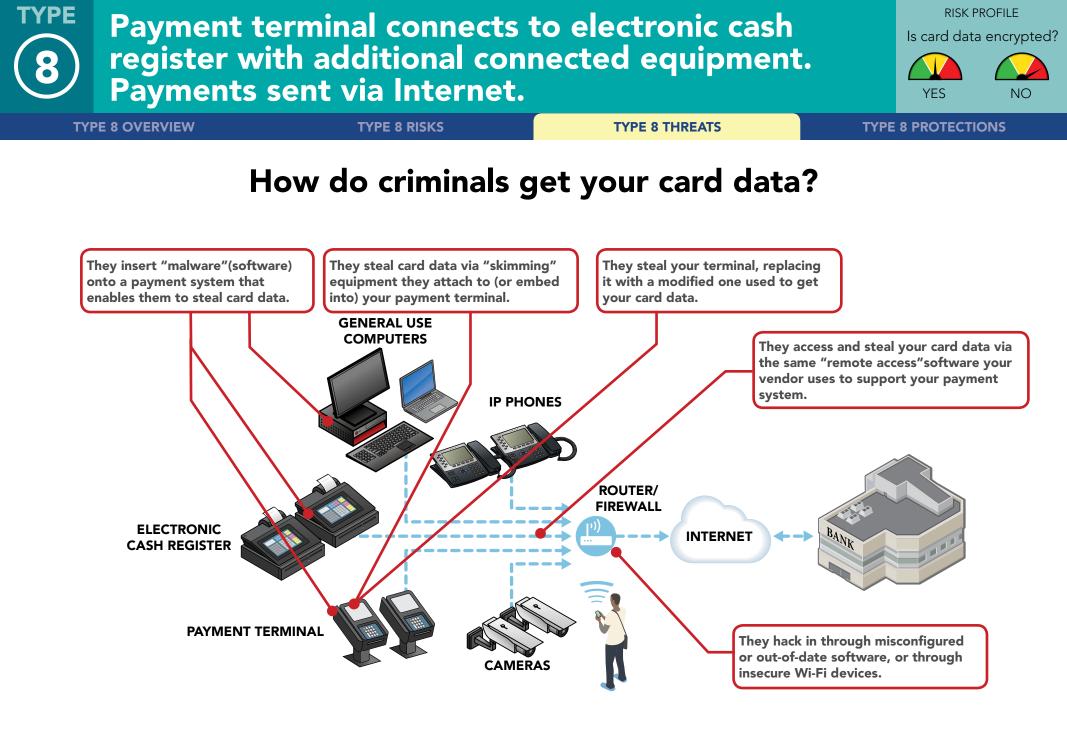
**TYPE 8 THREATS** 

**TYPE 8 PROTECTIONS** 

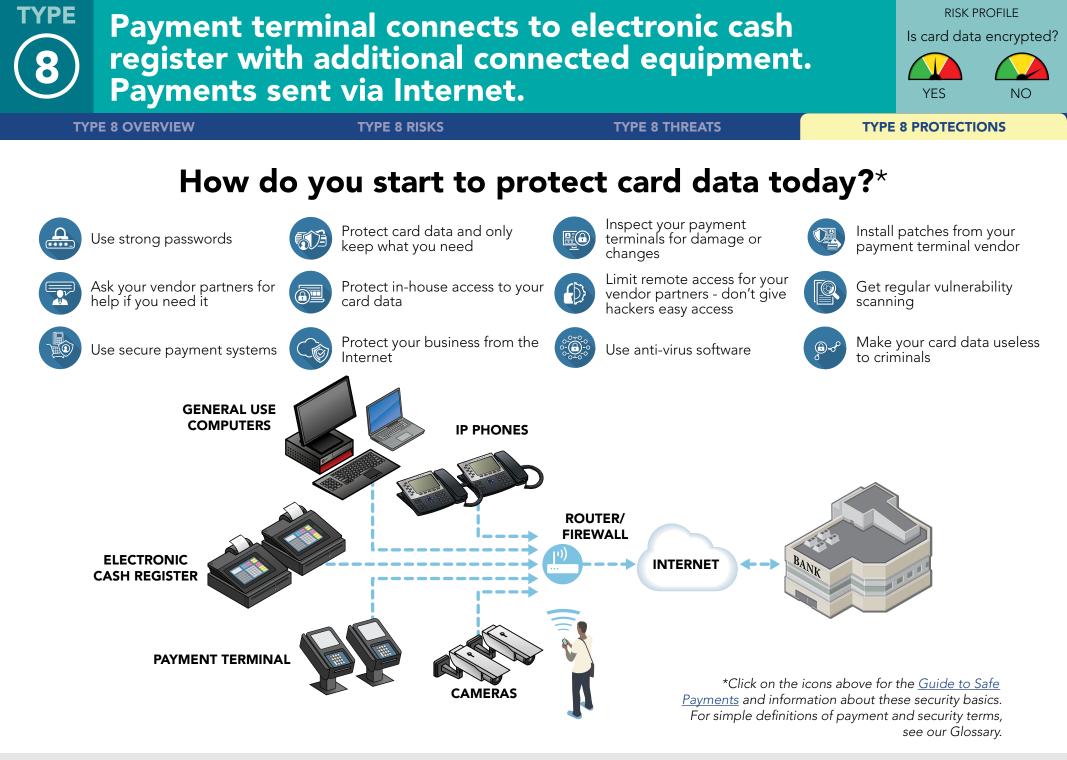
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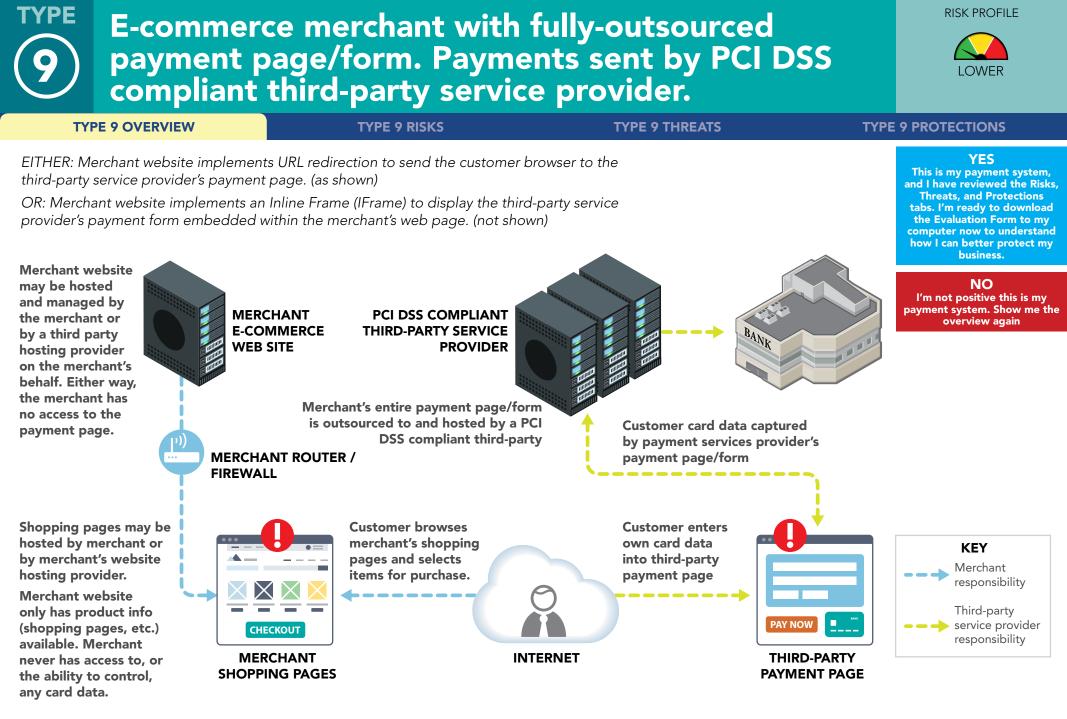






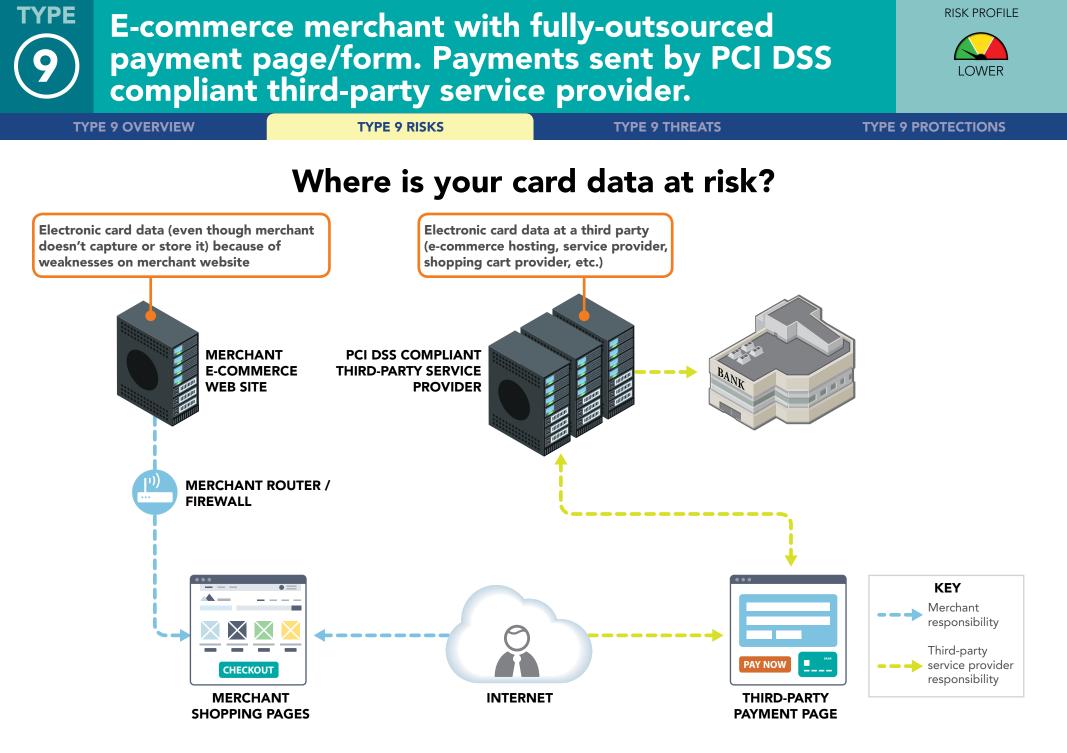


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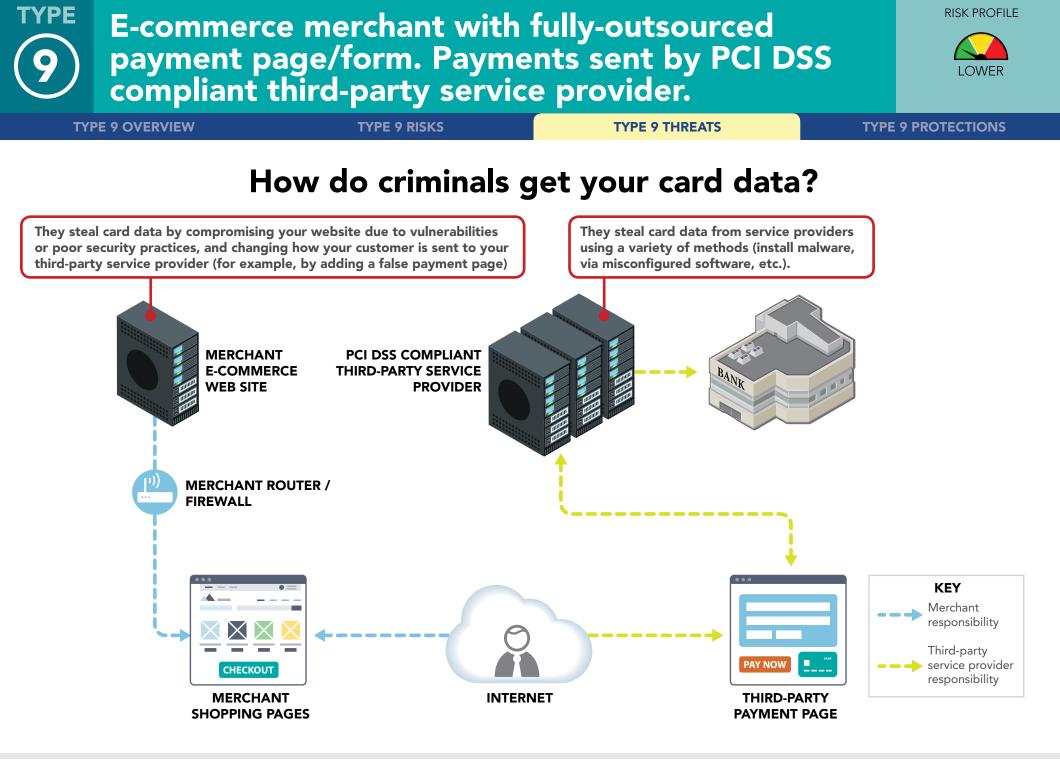


For this scenario, risks to card data are present at **()** above. Risks explained on next page.

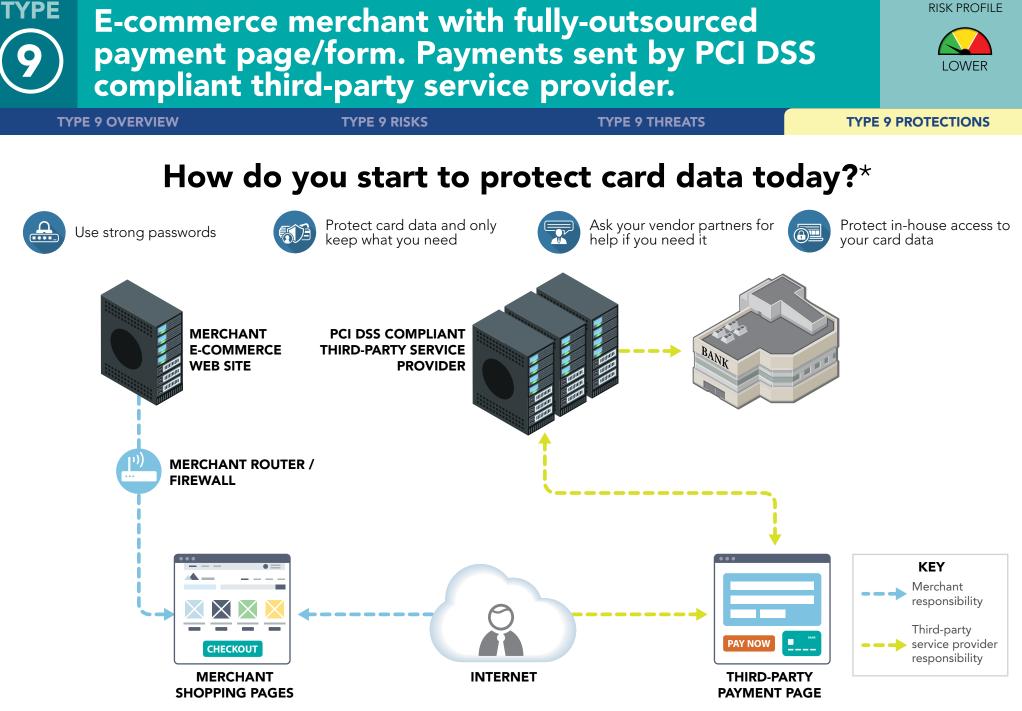
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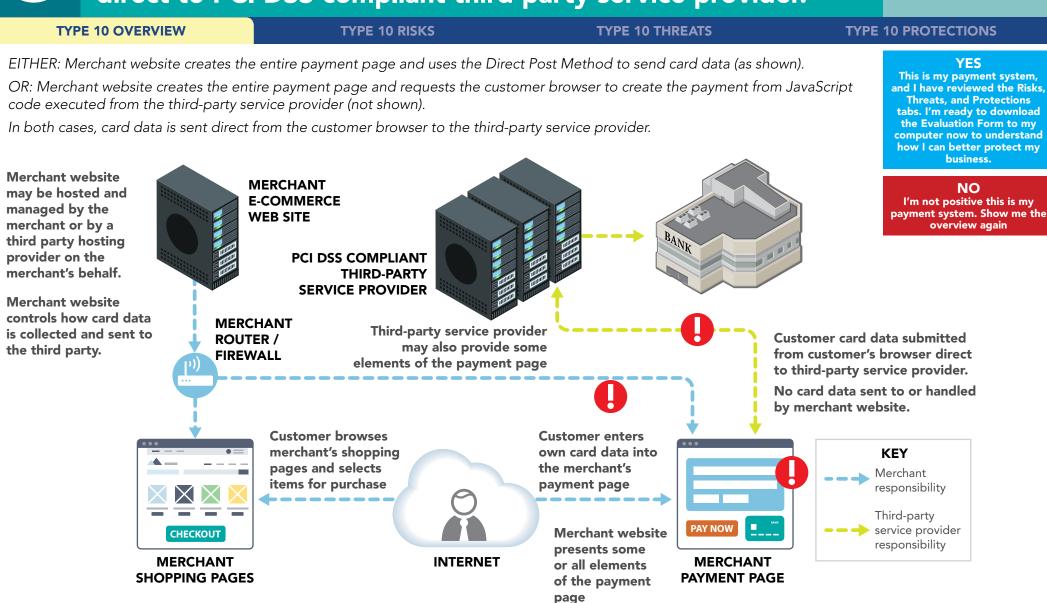
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E-commerce merchant fully or partially presents the payment page to customers. Payments sent from customer browser direct to PCI DSS compliant third-party service provider. RISK PROFILE



For this scenario, risks to card data are present at **()** above. Risks explained on next page.





**TYPE 10 OVERVIEW** 

E-commerce merchant fully or partially presents the payment page to customers. Payments sent from customer browser direct to PCI DSS compliant third-party service provider.

**TYPE 10 THREATS** 

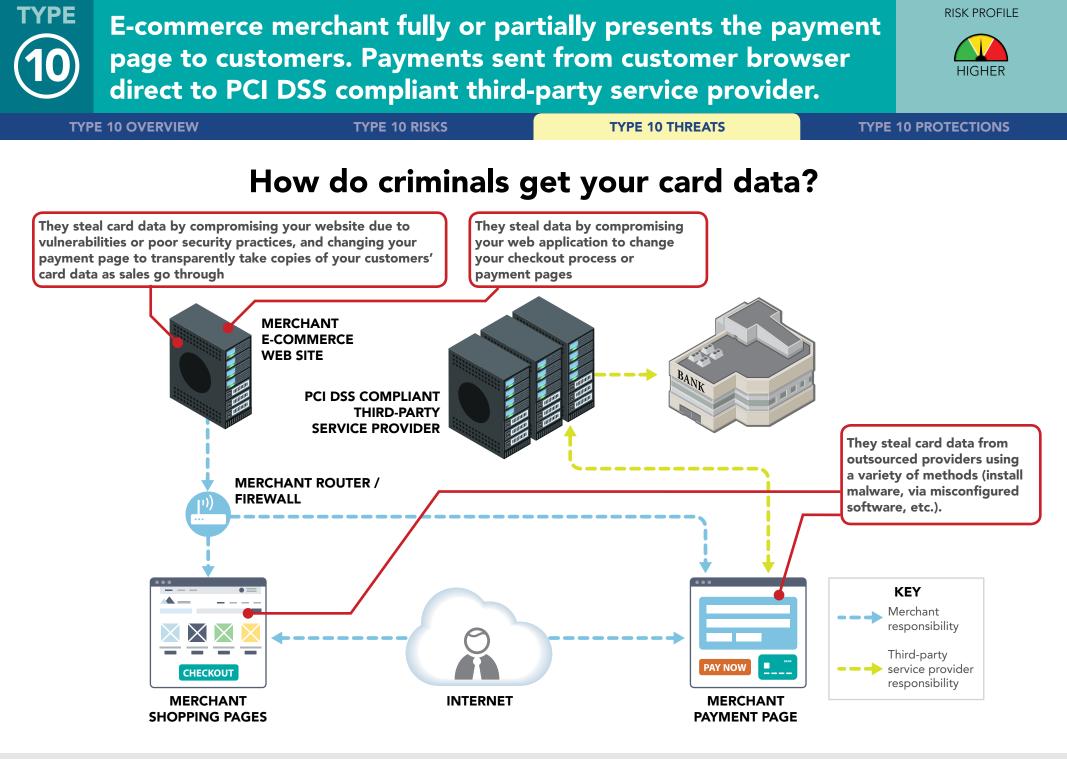
**TYPE 10 RISKS** 



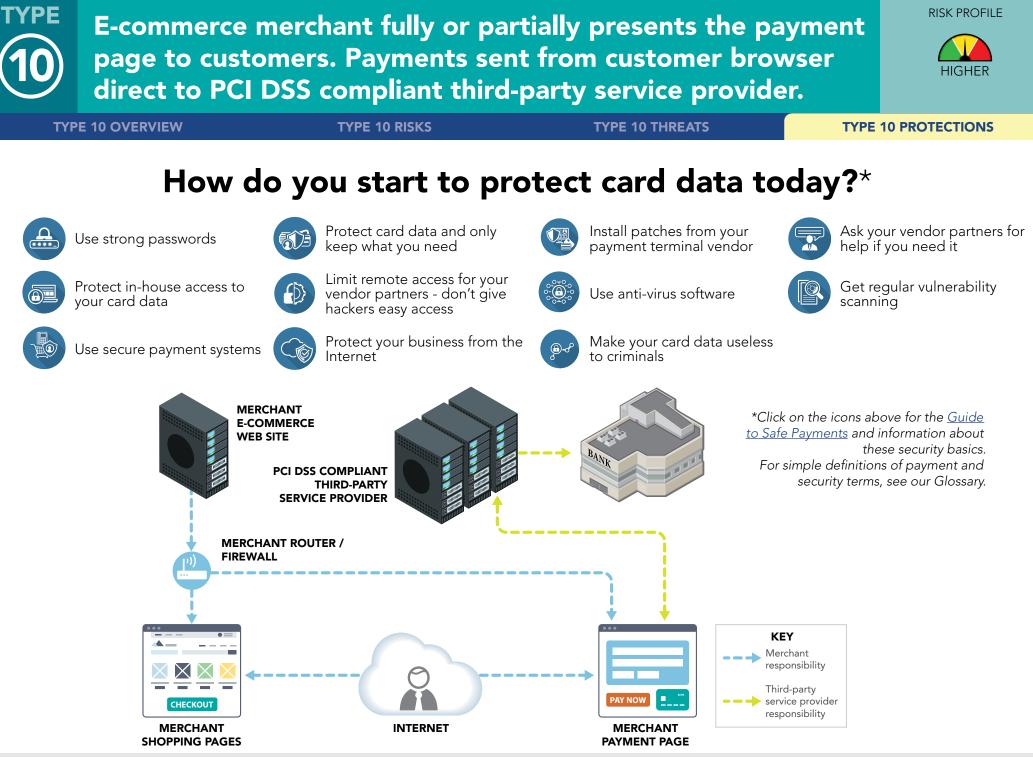
**TYPE 10 PROTECTIONS** 

Where is your card data at risk? Electronic card data because of weaknesses on merchant website (even though merchant doesn't capture or store it) MERCHANT **E-COMMERCE** WEB SITE PCI DSS COMPLIANT THIRD-PARTY SERVICE PROVIDER **MERCHANT ROUTER /** Electronic card data on the **FIREWALL** payment page KEY Merchant responsibility Third-party PAY NOW service provider CHECKOUT responsibility MERCHANT **MERCHANT** INTERNET SHOPPING PAGES PAYMENT PAGE

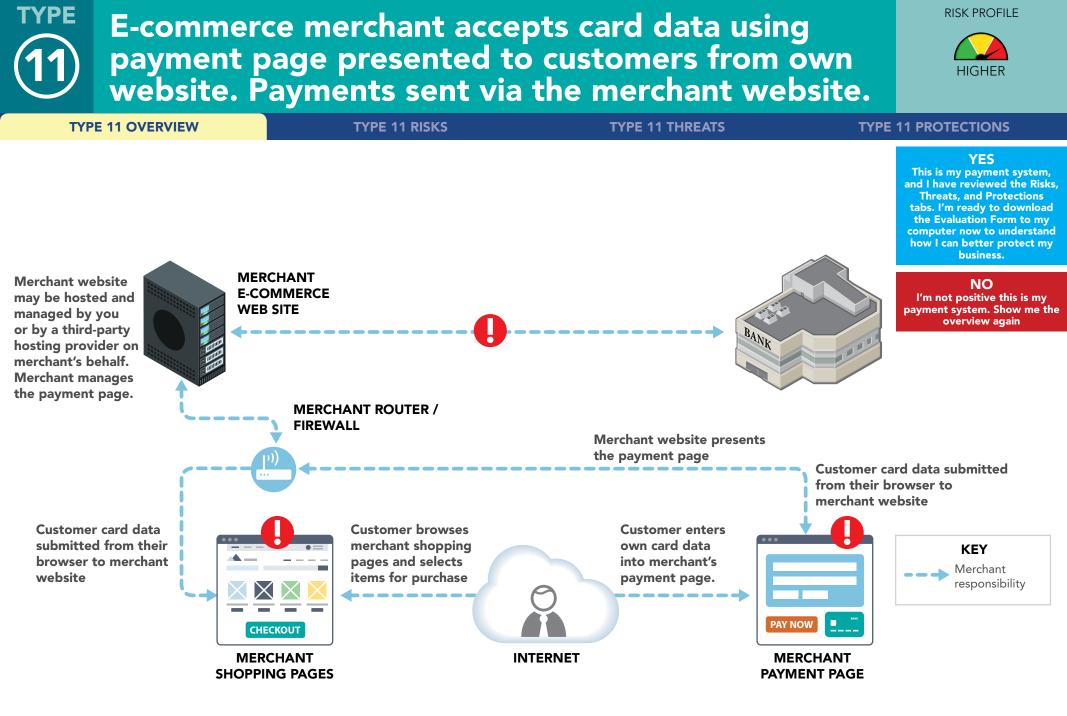






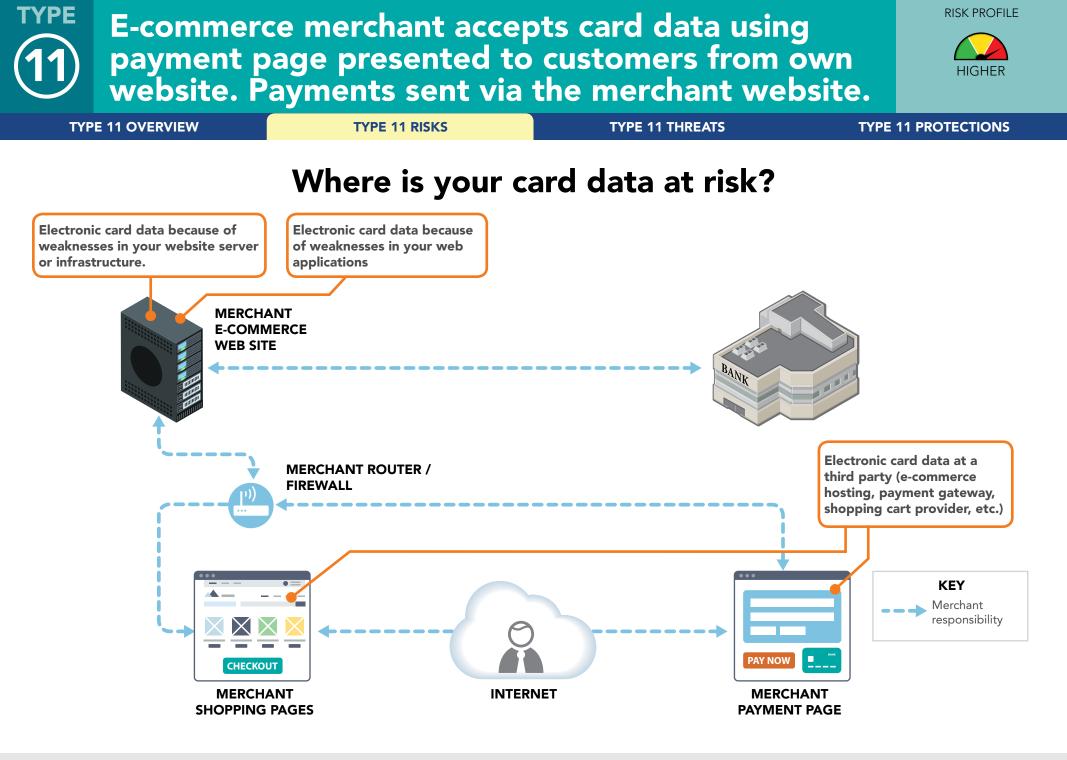




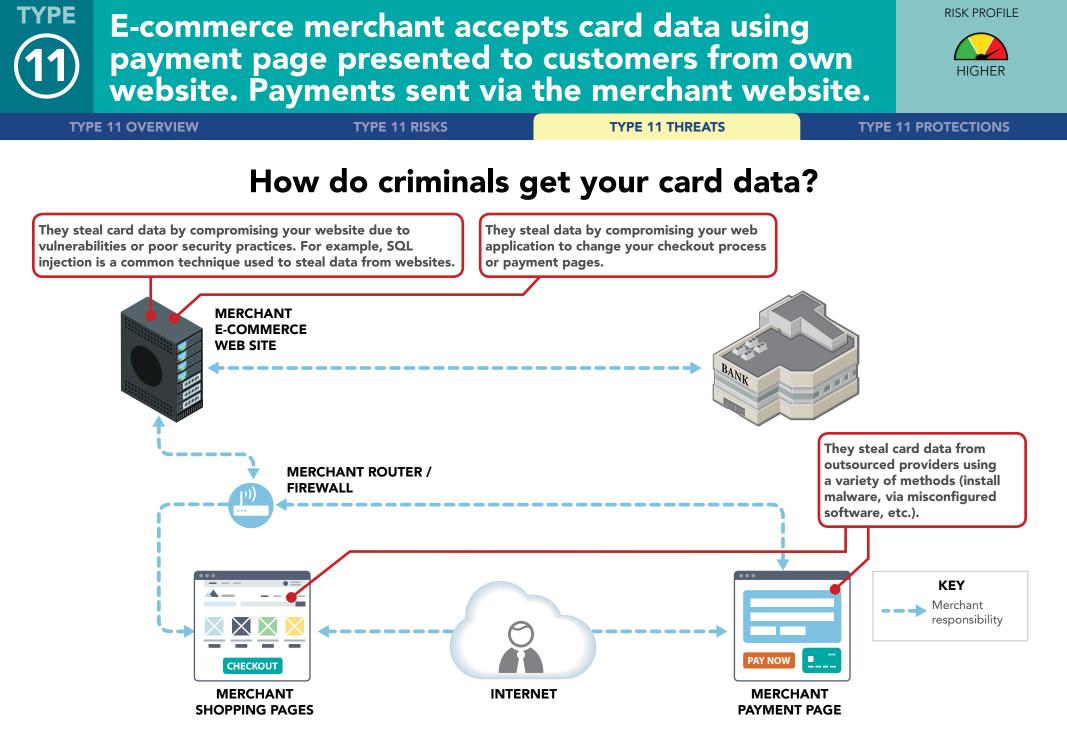


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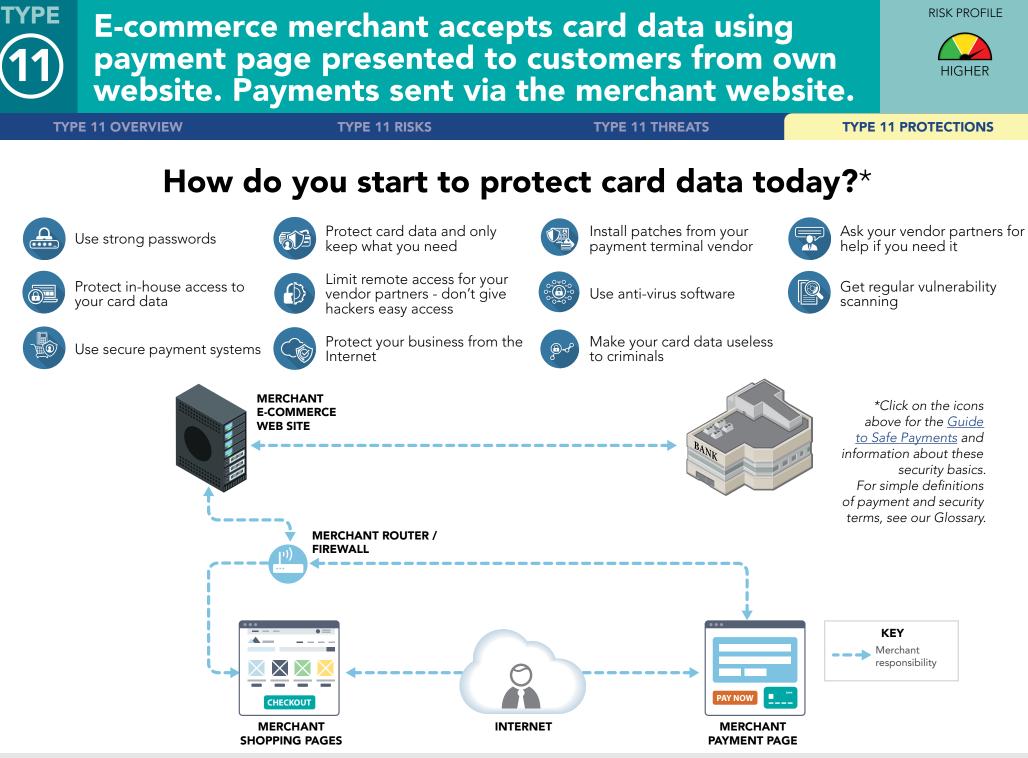




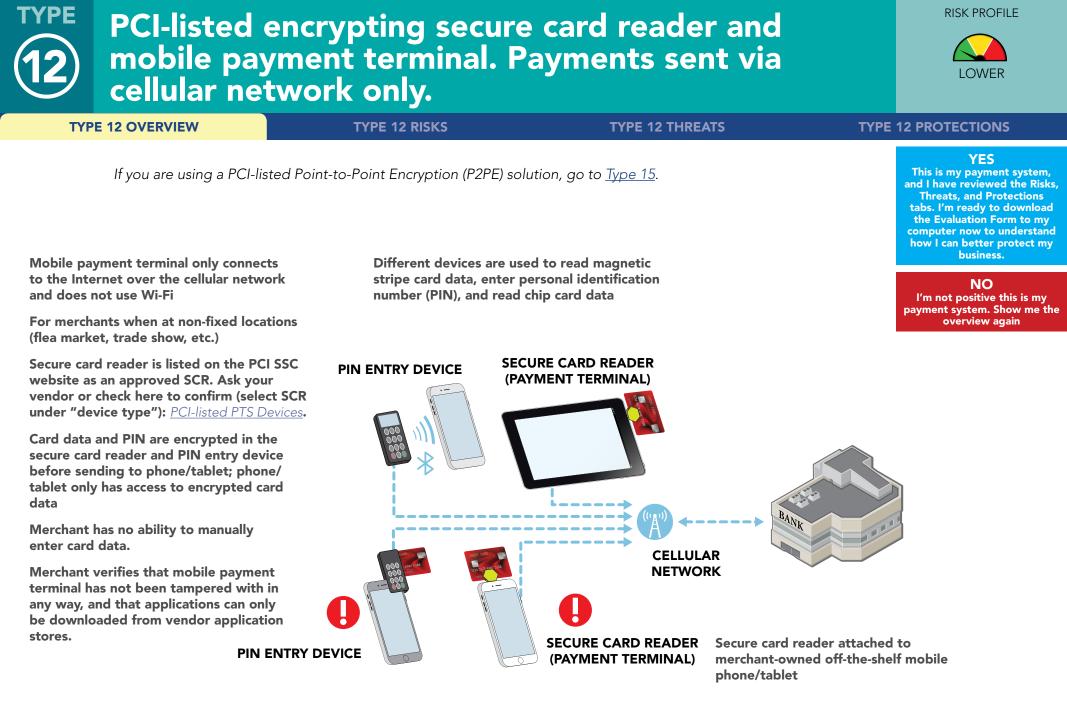




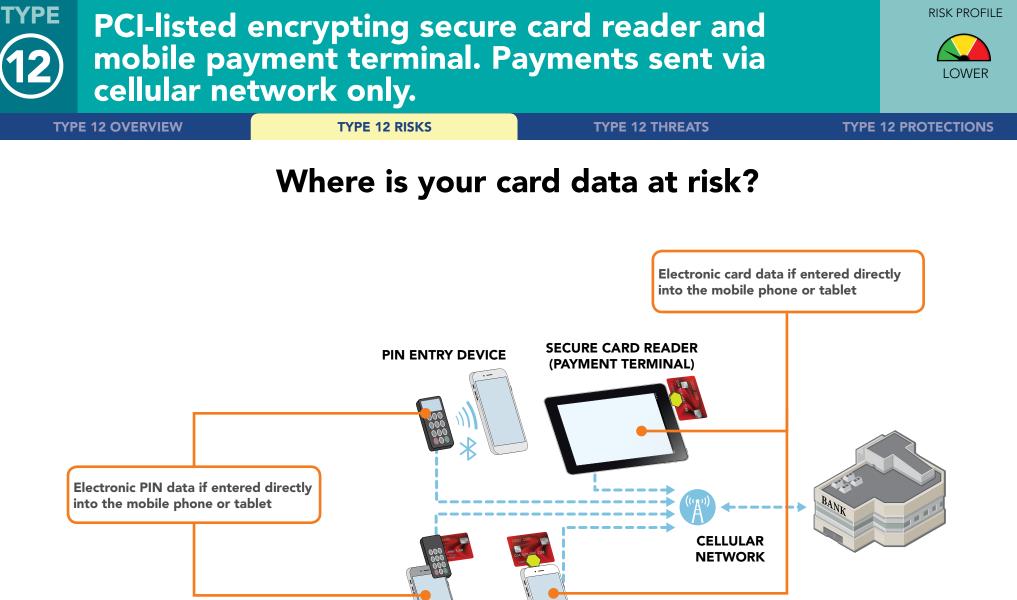




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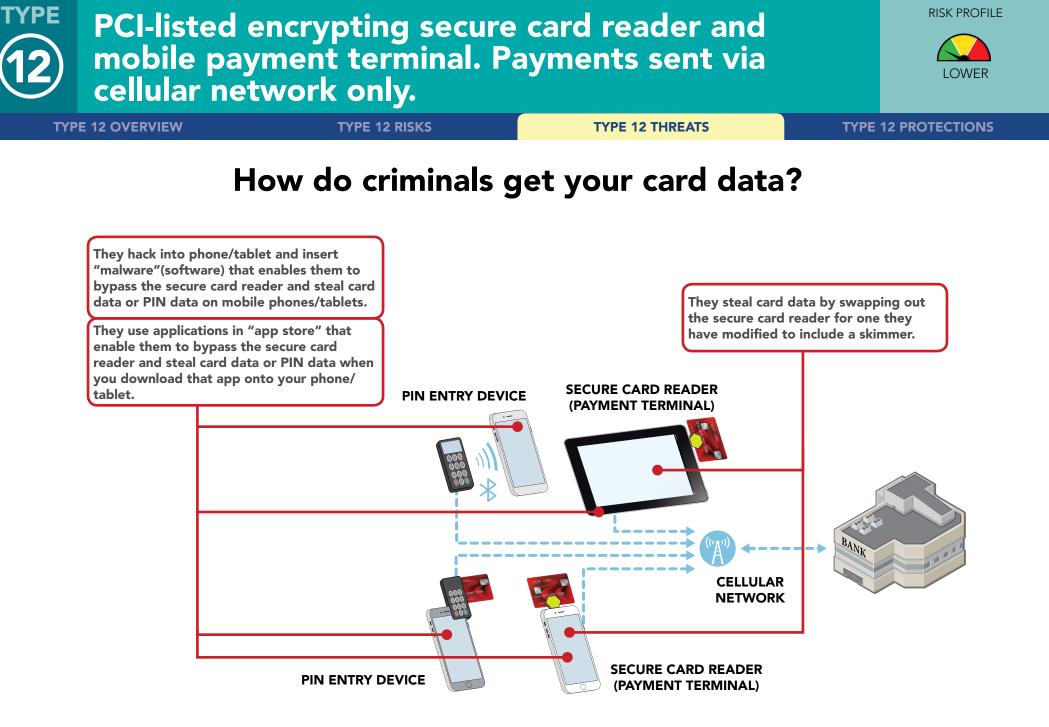




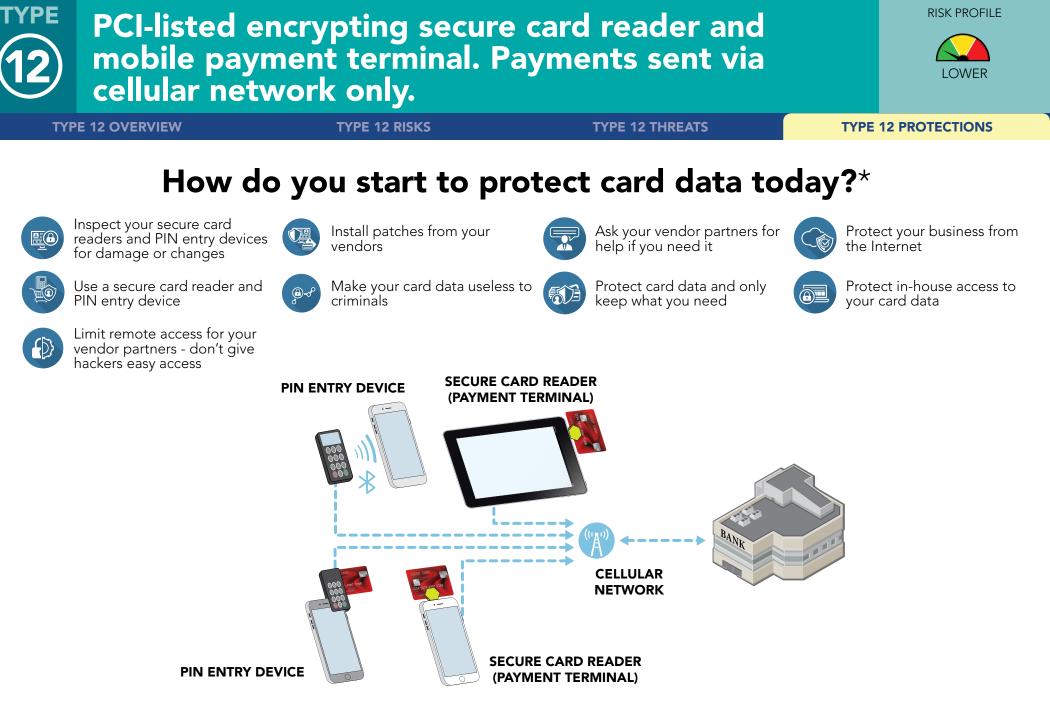


PIN ENTRY DEVICE

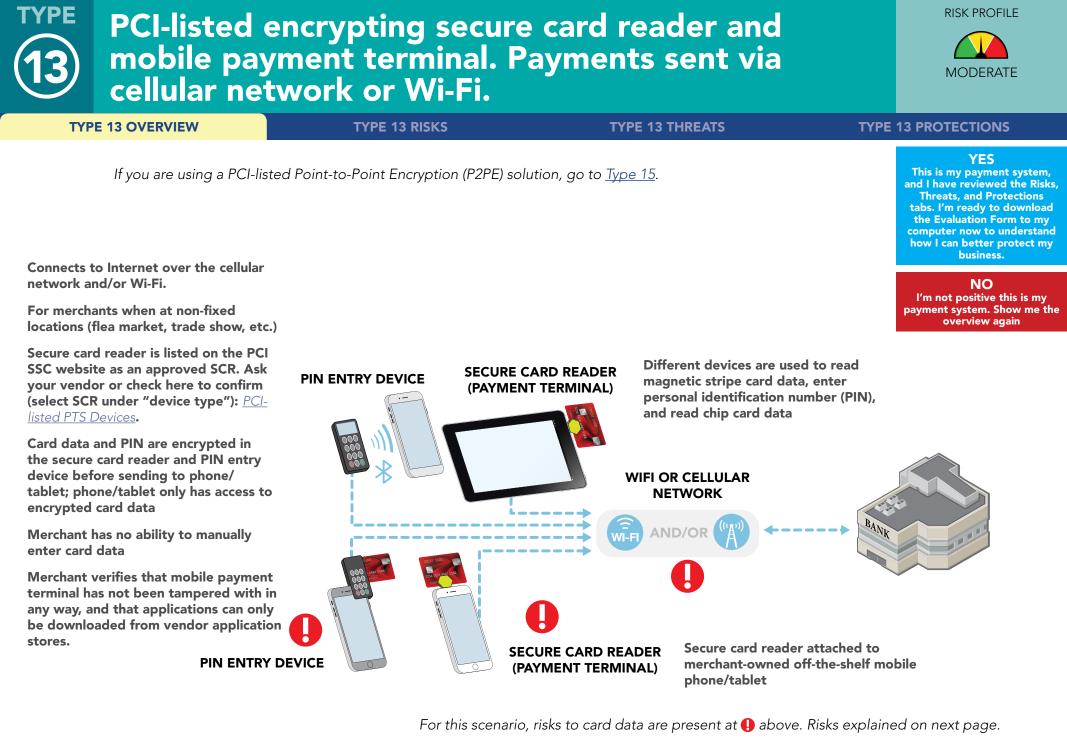




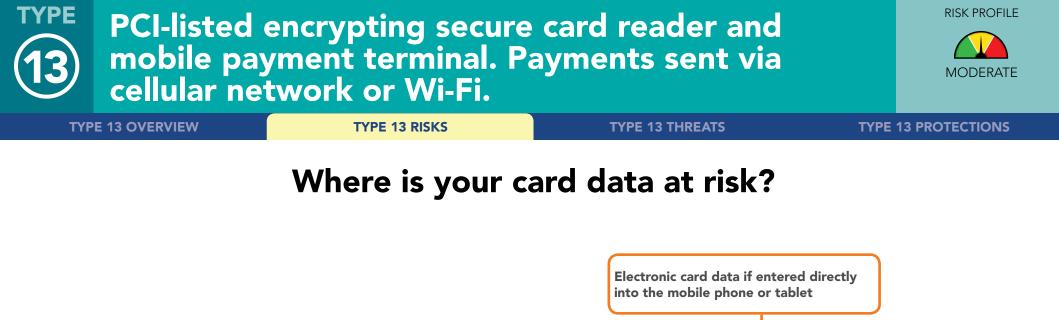


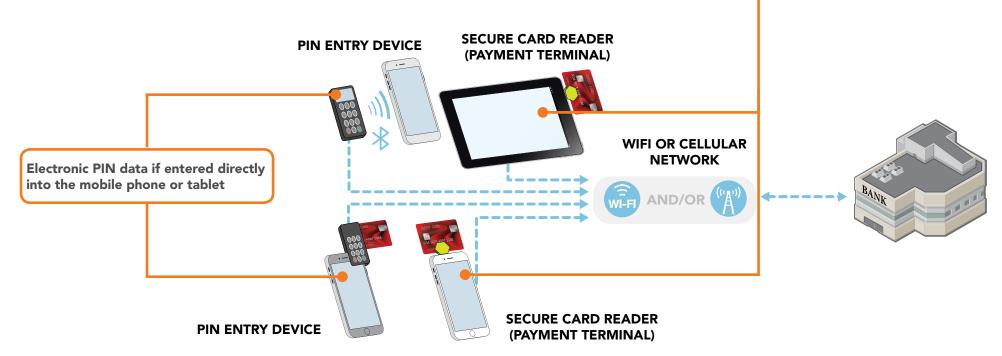




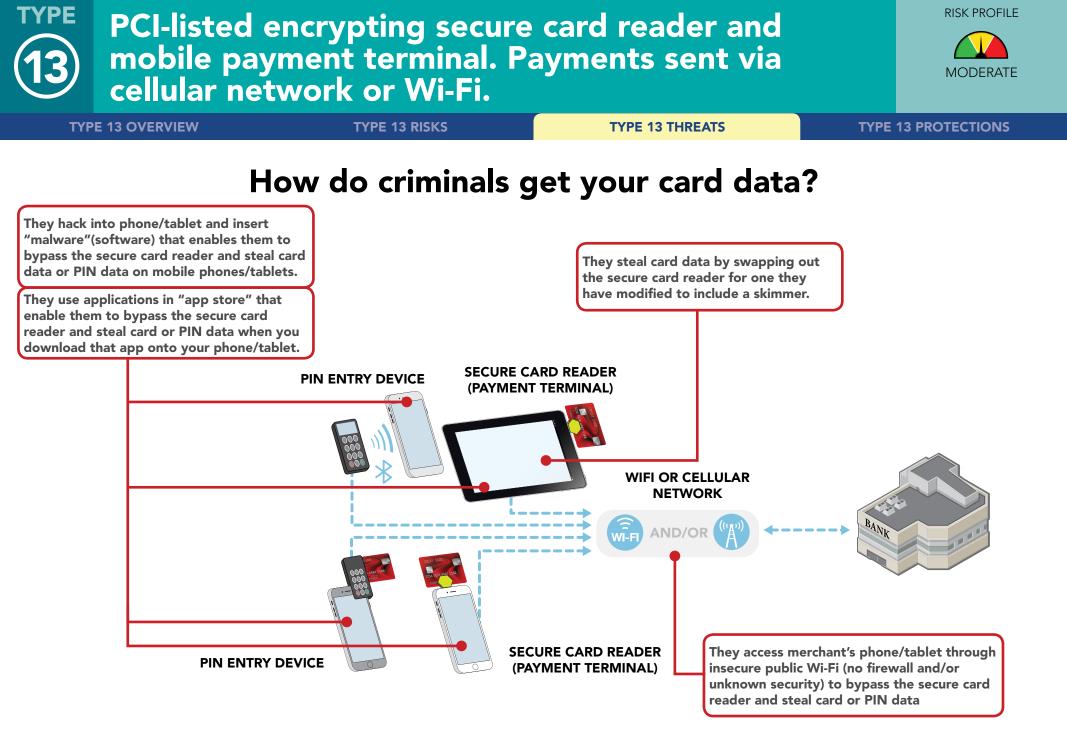


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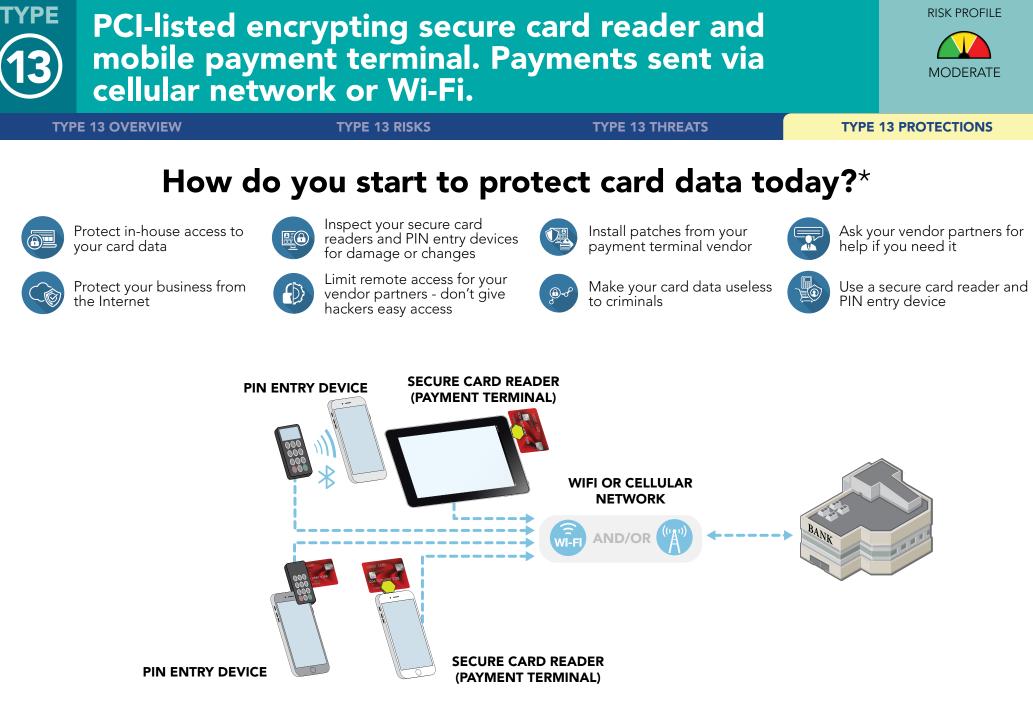




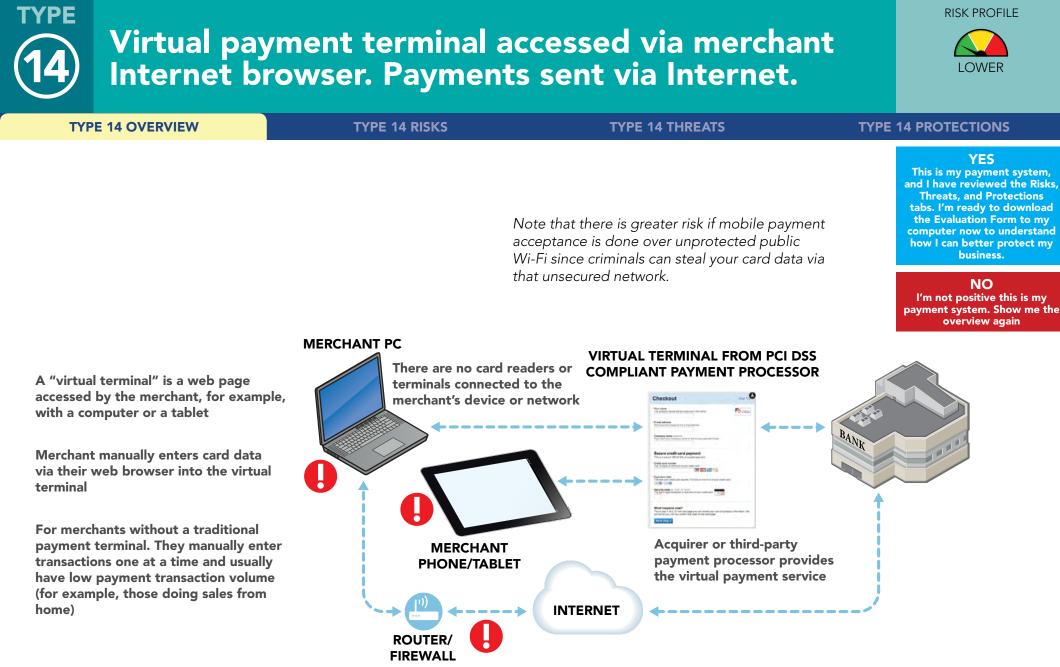






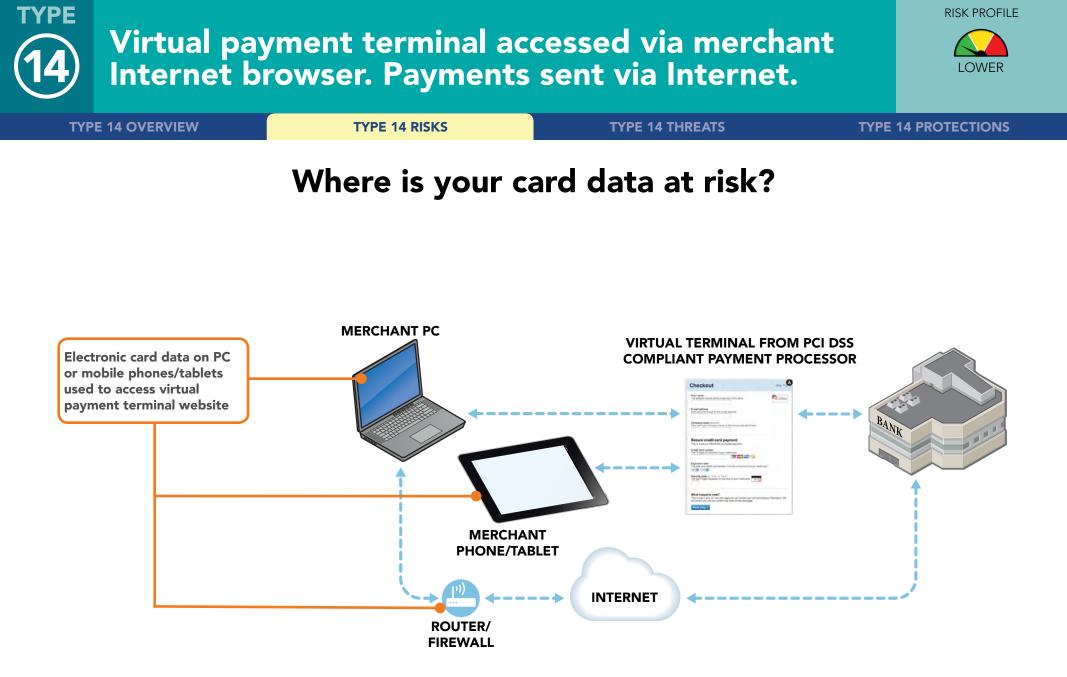




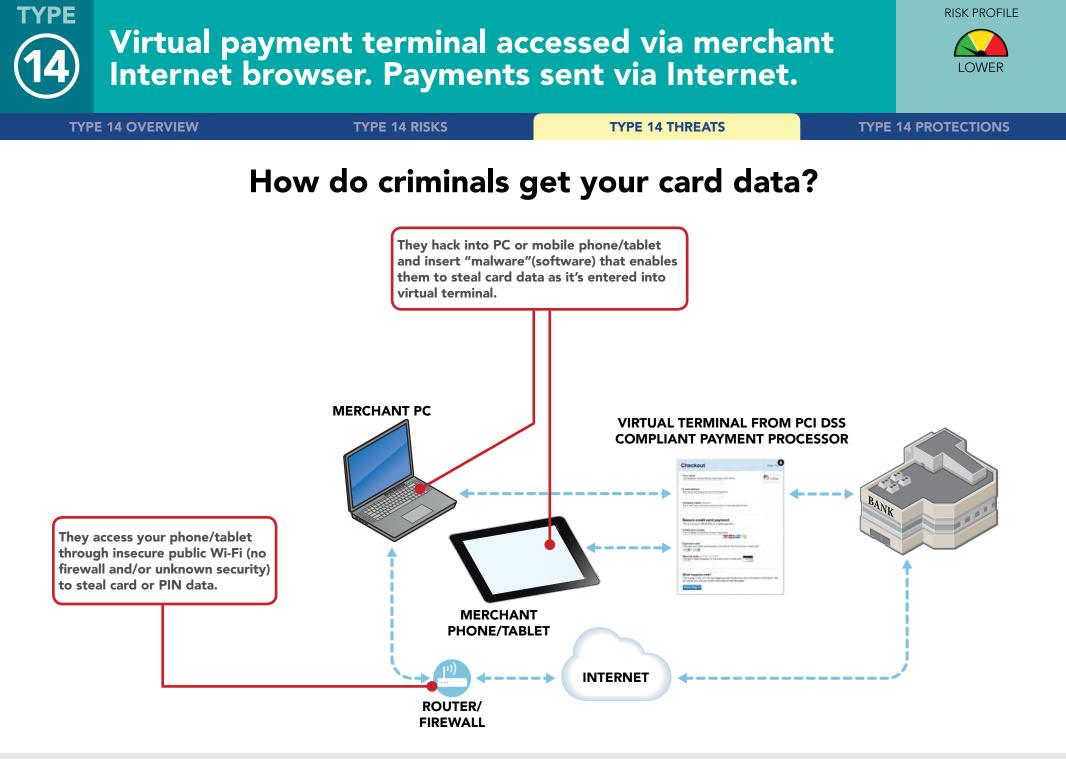


For this scenario, risks to card data are present at **()** above. Risks explained on next page.

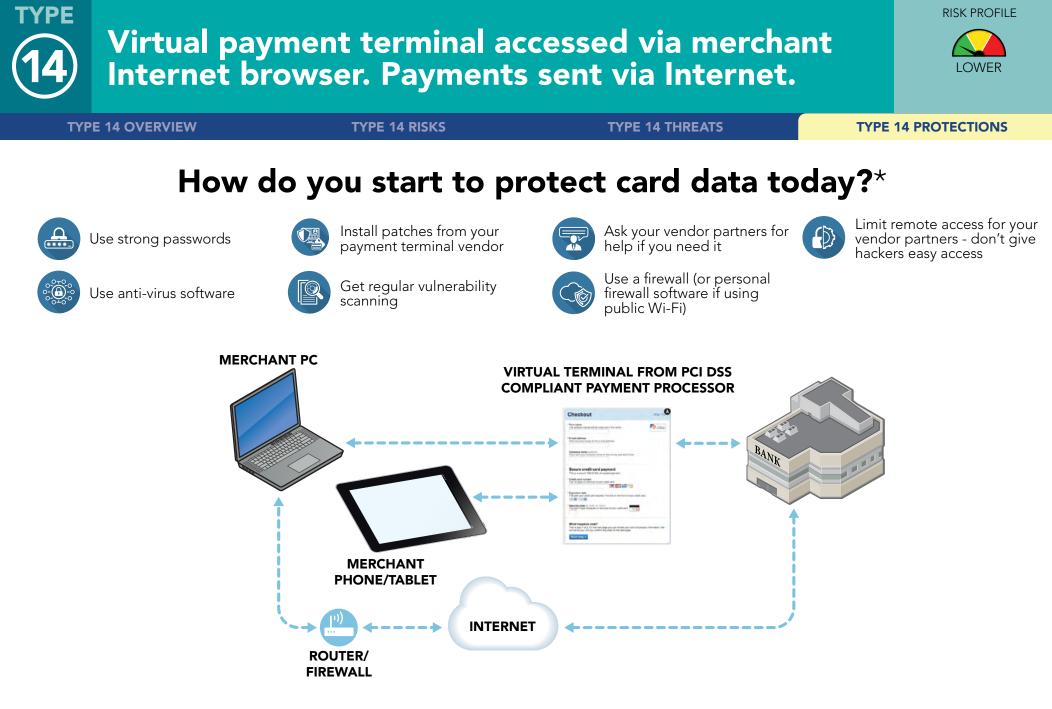










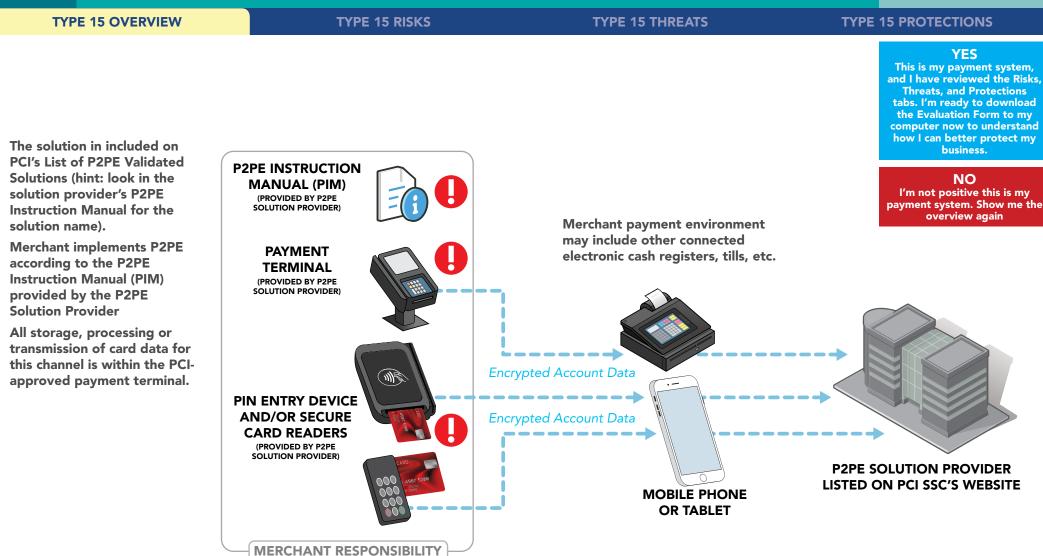






# Payment terminal encrypts card data via a PCIlisted Point-to-Point Encryption Solution. Payments sent to PCI-listed P2PE Solution Provider.





For this scenario, risks to card data are present at  $\mathbf{0}$  above. Risks explained on next page.

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Payment terminal encrypts card data via a PCIlisted Point-to-Point Encryption Solution. Payments sent to PCI-listed P2PE Solution Provider.



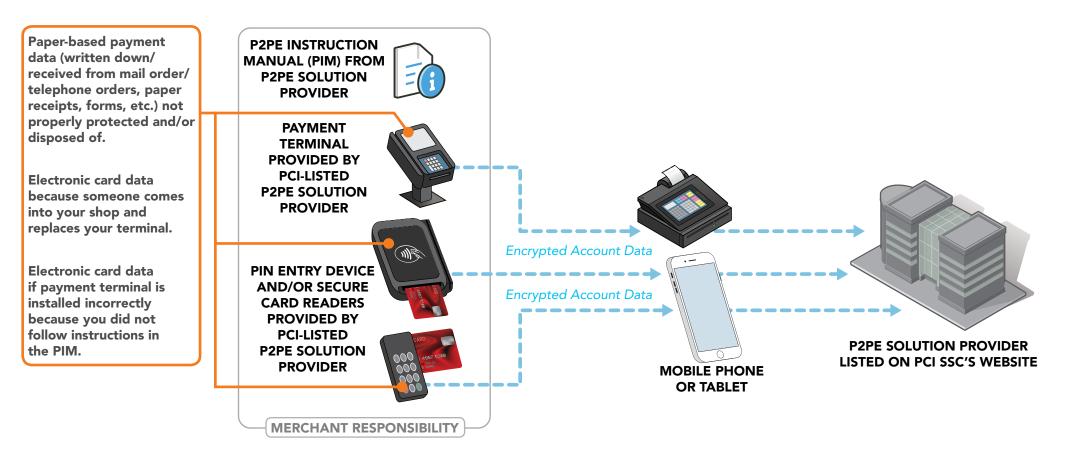
TYPE 15 OVERVIEW

**TYPE 15 RISKS** 

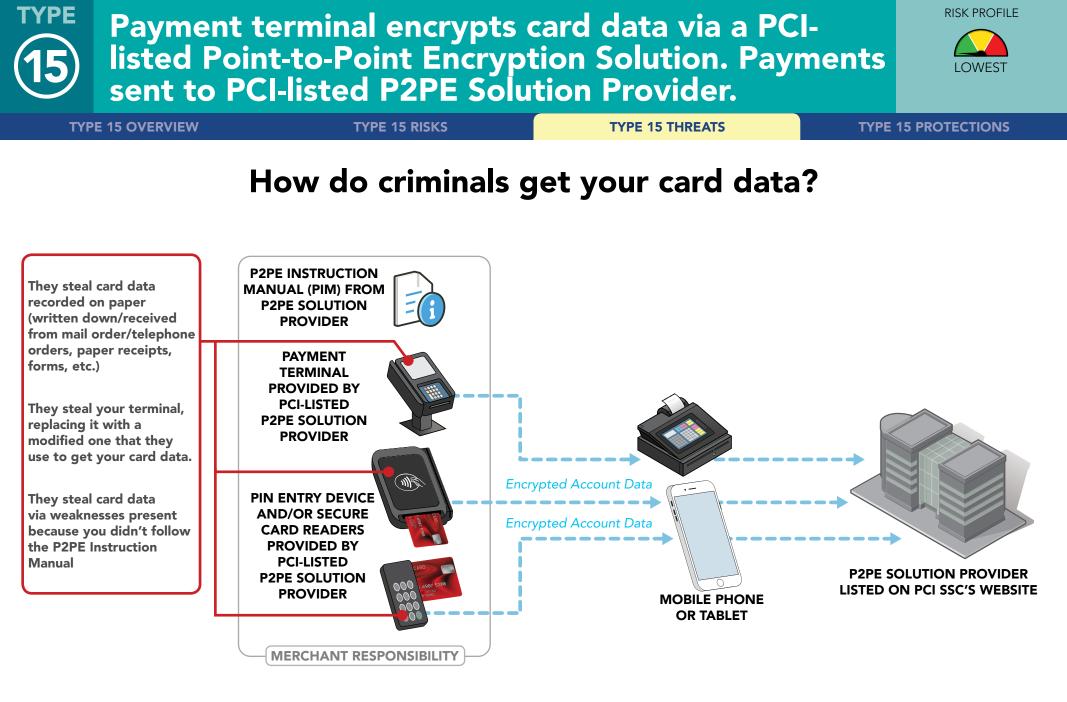
**TYPE 15 THREATS** 

**TYPE 15 PROTECTIONS** 

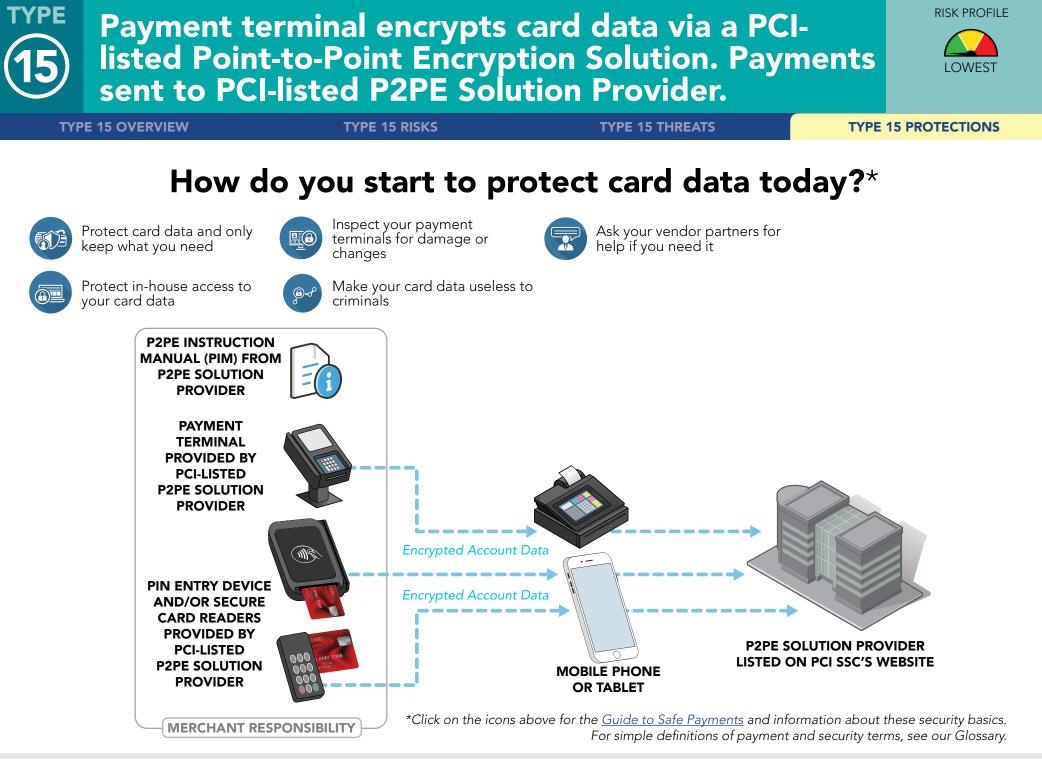
## Where is your card data at risk?



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## Resources

#### Infographics and Videos

Resource	Link URL
Infographic: It's Time to Change Your Password	https://www.pcisecuritystandards.org/pdfs/its_time_to_change_your_password_infographic.pdf
Infographic: Fight Cybercrime by Making Stolen Data Worthless to Thieves	https://www.pcisecuritystandards.org/documents/PCI-CyberCrime-FinalR.pdf
Video: Learn Password Security in 2 Minutes	https://www.youtube.com/watch?v=FsrOXgZKa7U
Infographic: PCI Firewall Basics	https://www.pcisecuritystandards.org/pdfs/Small-Merchant-Firewall-Basics.pdf
Video: Passwords	https://www.youtube.com/watch?v=dNVQk65KL8g
Infographic: Passwords	<u>https://www.pcisecuritystandards.org/documents/Payment-Data-Security-Essential-Strong-</u> <u>Passwords.pdf</u>
Video: Patching	https://www.youtube.com/watch?v=0NGz1mGO3Jg
Infographic: Patching	https://www.pcisecuritystandards.org/documents/Payment-Data-Security-Essential-Patching.pdf
Video: Remote Access	https://www.youtube.com/watch?v=MxgSNFgvAVc
Infographic: Remote Access	https://www.pcisecuritystandards.org/documents/Payment-Data-Security-Essential-Secure-Remote- Access.pdf

### PCI Data Security Essentials for Small Merchants and Related Guidance

Resource	Link URL
Common Payment Systems	https://www.pcisecuritystandards.org/pdfs/Small_Merchant_Common_Payment_Systems.pdf
Small Merchant Questions for Vendors	https://www.pcisecuritystandards.org/pdfs/Small_Merchant_Questions_To_Ask_Your_Vendors.pdf
Small Merchant Glossary	https://www.pcisecuritystandards.org/pdfs/Small_Merchant_Glossary_of_Payment_and_Information_ Security_Terms.pdf
Evaluation Tool: Acquirer Overview	https://www.pcisecuritystandards.org/pdfs/PCI-DSE-Overview-for-Acquirers.pdf
Evaluation Tool: Small Merchant Overview	https://www.pcisecuritystandards.org/pdfs/PCI-DSE-Overview-for-Small-Merchants.pdf

