Old Second
NATIONAL BANK

Information Technology Steering Committee

ITSC Charter

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Information Technology Steering Committee

MISSION

The Information Technology Steering Committee (the "Committee") is a standing Committee of the Board of Directors of Old Second National Bank (the "Board"). The Committee sets the tone and direction for the Bank's use of IT. The Committee approves the IT strategic plan, information security program, and other IT-related policies.

In addition, the Committee performs the following;

- Annually, approves an IT strategic plan that aligns with the overall business strategy and includes an information security strategy to protect the institution from ongoing and emerging threats, including those related to cybersecurity.
- Promotes effective IT governance.
- Oversee processes for approving the institution's third-party providers, including the third parties' financial condition, business resilience, and IT security posture.
- Oversee and receive updates on major IT projects, IT budgets, IT priorities, and overall IT performance.
- Oversee the adequacy and allocation of IT resources for funding and personnel.
- Approve policies to escalate and report significant security incidents to the board of directors, steering committee, government agencies, and law enforcement, as appropriate.
- Hold management accountable for identifying, measuring, and mitigating IT risks.
- Provide for independent, comprehensive, and effective audit coverage of IT controls.

MEMBERSHIP

The Committee shall consist of the CFO/COO and three or more directors, who shall be appointed from time to time by the Board based on the recommendation of Old Second Bancorp, Inc.'s Nominating and Corporate Governance Committee. A majority of the Committee's composition shall consist of independent directors. One of these directors shall serve as the Committee Chairperson. All members of the Committee shall have a basic understanding of Information Technology management practices, specifically those relevant to the financial services industry. Members of management of the Bank, including the CEO, CTO, the Information Security Officer and Risk Officer, may meet with the Committee as necessary but shall not be considered Committee members.

MEETINGS

The Committee shall meet with such frequency and at such intervals as it shall determine necessary to carry out its duties and responsibilities, but in no event shall the Committee meet less than three times each year. The Committee shall, at its discretion, meet without members of management present. The Committee may also meet periodically with the Risk Committee or other Board Committees to discuss matters of mutual interest and importance.

The Committee shall maintain minutes of its meetings and records relating to those meetings and the Committee's activities, and shall provide copies of such minutes to the Bank's Board of Directors. The Committee shall determine its rules of procedure.

FUNCTIONS & RESPONSIBILITES

The Committee's critical functions and responsibilities include:

I.T. STRATEGY & PROJECTS

1. Evaluate the Bank's I.T. strategies and the financial, tactical and strategic benefits of proposed major I.T.-related projects and technology architecture alternatives.

2. Critically review and assess the progress of major I.T.-related projects and technology architecture decisions.
3. Discuss I.T. costs and internal processes for approval of major I.T.-related capital expenditures.
4. Make recommendations to the Board with respect to significant I.T.-related projects and investments that require Board approval.
5. Review and approve Critical Vendor list.
6. The Committee maintains the authority to engage independent advisors or consultants, paid for by the Bank, as it deems necessary to make informed decisions regarding the Bank's I.T. initiatives.

I.T. SECURITY/INTERNAL CONTROLS

1. Review and approve IT and IS related policies.
2. Monitor the quality and effectiveness of the Bank's IT security, and ensure that the Bank has a formal information security process in place, in compliance with the Gramm- Leach-Bliley Act. Specifically, GLBA requires a written information security plan that details the Bank's program to protect customer information.
3. Discuss with the Bank's Information Security Officer high-level executive summary of compliance-related activities with the Information Security program, including mediations to the security program that have been identified.
4. Ensure that the Bank maintains a formal I.T. contingency plan and reviews testing of critical components of this plan at least annually.
5. Holds management accountable for the identification, measurement and mitigation of IT risks in accordance with the Bank's Risk Appetite.
6. Review regular reports regarding Key Risk and Performance Indicators as well as status updates on Regulatory and audit findings.

ADVISORY ROLE

1. As required, consult with the Bank's senior I.T. management team.
2. Through the Bank's senior I.T. management team, stay informed regarding new technologies, applications and systems that relate to or affect the Bank's I.T. strategy or business plan.
3. Provide input regarding the overall effectiveness of the Bank's I.T. management team.

The Committee shall review and reassess the performance of the Committee and the Committee's role and responsibilities on an annual basis.

Old Second
NATIONAL BANK

Vendor Management Governance Committee

VMGC Charter

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Vendor Management Governance Committee

STATEMENT OF PURPOSE

The purpose of the Old Second National Bank (the "Bank") Vendor Management Governance Committee (VMGC) shall be to oversee the compliance requirements, regulatory requirements, evaluation, and ensure ongoing monitoring of the bank's third party relationships through the Banks Vendor Management Program.

INTRODUCTION

Old Second National Bank (the "Bank") through its CFO and Senior Management has authorized the creation of a Vendor Management Governance Committee (VMGC). The purpose of this charter is to establish agreement on key aspects of the VMGC.

This charter is, in effect, the organizational mandate for the VMGC to exist. This document defines the purpose, mission and functions of the VMGC. It states who the VMGC's sponsors and primary stakeholders are, the service that it offers and the staffing and support structure required to deliver those services. This charter shall be reviewed and reassessed by the Committee on at least an annual basis. Proposed changes will be submitted for approval and acceptance by the Committee.

VMGC MISSION

The Banks regulators expect the Board and Bank Management to properly oversee and manage third-party relationships. The Board expects the bank to practice effective risk management regardless of where the Bank performs the activity internally or through a third party. The VMGC represents and assists the Bank's Management in fulfilling its oversight responsibility relating to the integrity of the bank's Vendor Management Program.

VENDOR GOVERNANCE

The Vendor Management Governance Committee must perform an effective independent risk management review process throughout the life cycle of the vendor relationship.

Primary VMGC Objectives are:

- Ensuring appropriate due diligence has been and will be exercised with respect to existing and new contracts or agreements and any other binding documents between the Bank and vendors, assuring terms and conditions are within corporate guidelines and ensuring all concerned parties are consulted.
- Serve as a central point to assist Senior Management on the approval process of vendors involving critical activities.
- Oversee the maintenance of a centralized repository for vendor information, documentation and providing reporting of important dates and metrics.
- Provide ongoing communication to Bank Management on the status of vendor management risk, performance, and contractual activities.
- Ensuring appropriate process, procedures and training are in place and available as needed for each vendor relationship.
- Ensure periodic monitoring review requirements are conducted to ensure the objectives of the Vendor Management Program are consistently achieved.
- Committee will review and approve vendor management policy and procedural changes.

MEETINGS & PROCEDURES OF THE COMMITTEE

Following each of its meetings, the Committee shall keep written minutes of its meetings, which shall be maintained with the records of the Bank. The Committee may request that any directors, officers or employees of the Bank, or other individuals whose advice and counsel are sought by the Committee, attend any Committee meeting to provide such pertinent information as the Committee requests. The Committee may fix its own rules of procedure, which shall be consistent with the By-Laws of the Bank and this Charter. Actions by the Committee require approval by a majority of the voting members present. Members are not required to be physically present for the VMGC to act as actions may be taken by telephone conferences, or other means of communication. The Committee shall meet at least two times annually or more frequently as circumstances or such rules of procedure as it may adopt require.

VMGC SPONSOR

The VMGC is sponsored by Bradley Adams, CFO, and Kris Wieschhaus, CTO. The sponsorship of the VMGC has the direct approval of Old Second's Executive Management Team.

VMGC ORGANIZATIONAL STRUCTURE

Vendor Management reports to the CTO, Kris Wieschhaus.

VMGC consists of the VMGC Sponsors; Bradley Adams and Kris Wieschhaus, Vendor Management and member delegates of the Stakeholder Departments. Through alignment with the senior management team the VMGC gains:

- Authority it needs to promote Enterprise-wide organizational change effectively.
- Independence that can sustain objectivity.
- Oversight that can keep its work aligned with the Old Second's business strategy.
- Legitimacy as it fosters an effective, enterprise approach.

VMGC COMMITTEE

Stakeholder	Relationship with VMGC	Expectation
Bradley Adams	Executive Oversight	Provides Executive Management oversight and reinforces alignment to strategic plan.
Kris Wieschhaus	CTO/Technology Oversight	Provides Executive Management oversight and reinforces alignment to strategic plan. Ensures integration with other Programs and Committees as applicable.
Rigo Vega	Management	Responsible for ensuring vendor management policy, standards and procedures are implemented and followed.
Vendor Management	Coordination of Vendor Management Program	Chair of the committee and responsible for ensuring vendor management policy, standards and procedures are implemented and followed.
Department Delegates	Various Stakeholder Departments	Provide expertise on the various due diligence items gathered and assessed; review and evaluate vendor metrics; identify opportunities for improvements; recommend and issue guidance when a deficiency has been identified. Departments include but are not limited to: Vendor Management, Information Technology, Information Security, Accounting/Finance, Credit, Risk, Legal, Compliance, Residential, Wealth, Operations, Retail, etc.

Change Management Committee Charter

INFORMATION SECURITY

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Change Management Committee Charter

Purpose

The Change Management Committee (CMC) is established to provide formal governance, oversight, and control over all material changes to the Bank's information systems, technology infrastructure, applications, and third-party services. All changes are managed in a controlled, secure, and efficient manner, minimizing risk and disruption to business operations while maintaining compliance with regulatory and internal standards.

The CMC ensures that all changes are:

- Appropriately authorized
- Risk-assessed and tested
- Documented and auditable
- Aligned with the Bank's risk appetite
- Compliant with applicable regulatory, legal, and supervisory requirements, including OCC and FFIEC guidance

Scope

The CMC governs all changes affecting IT resources and third-party/vendor systems. This Charter applies to all changes that could reasonably impact:

- Information security
- System availability or integrity
- Customer data or confidential information
- Financial reporting systems
- Regulatory or compliance obligations
- Business continuity or operational resilience

In-Scope Changes Include:

- Hardware and software changes
- Application releases and configuration changes
- Infrastructure and architecture changes
- Production environment changes
- Baseline and configuration updates
- Vendor- and SaaS-initiated changes
- Supply-chain and third-party system modifications
- Security-impacting changes

Out-of-Scope:

- Routine security patching governed under the Vulnerability and Patch Management Program, provided such activities meet defined standard-change criteria.

Objectives

The objectives of the CMC are to:

- Ensure risk-based review and approval of changes prior to implementation
- Minimize operational, security, compliance, and reputational risk
- Enforce segregation of duties throughout the change lifecycle
- Maintain complete audit trails and documentation
- Monitor change effectiveness, failures, and trends
- Ensure vendor-initiated changes are governed commensurate with risk
- Support regulatory expectations for strong IT governance

Governance and Authority

The CMC operates under the authority of Senior Management and reports periodically to:

- The Enterprise Risk Committee (or equivalent)
- The Board of Directors or designated Board Committee, as appropriate

The CMC has authority to:

- Approve, defer, or deny proposed changes
- Require additional testing, controls, or oversight
- Escalate high-risk or failed changes to Senior Management
- Enforce corrective actions and remediation

Committee Composition

The CMC shall be comprised of representatives from the following functions:

- Information Security Officer (Chair)
- Information Technology
- Operations Management
- Application / System Owners
- Compliance
- Audit (non-voting, advisory)
- Business Unit Representatives (as applicable)

Quorum requires representation from Information Security, IT, and Operations.

Roles and Responsibilities

Committee Responsibilities

The CMC shall:

- Review and approve changes based on documented acceptance criteria
- Ensure **risk and impact assessments** are completed
- Validate testing and user acceptance evidence
- Ensure rollback and recovery procedures are defined
- Oversee post-implementation reviews
- Track and remediate change-related issues
- Maintain centralized change records

Segregation of Duties

No individual may **unilaterally request, approve, and implement** the same change. At a minimum:

- Requestor ≠ Approver ≠ Implementer
- Privileged or production access is restricted and monitored

Exceptions must be documented and approved by Senior Management.

Change Classification

All changes must be categorized as one of the following:

- **Standard Changes** – Low-risk, pre-approved, repeatable
- **Normal Changes** – Require full CMC review and approval
- **Emergency Changes** – Necessary to restore service or address critical risk

Change Management Lifecycle

All non-standard changes must follow these phases:

1. Change request submission and logging
2. Risk, compliance, and business impact assessment
3. Authorization and prioritization
4. Testing and user acceptance validation
5. Approval prior to implementation
6. Controlled implementation

7. Post-implementation review and closure

Emergency Change Controls

Emergency changes are permitted only when necessary to:

- Restore critical services
- Address imminent security or operational risk

Emergency changes must:

- Be authorized by designated emergency approvers
- Be documented at the time of implementation
- Undergo **retrospective review within 72 hours**
- Be reported to the CMC and Senior Management
- Be included in periodic trend reporting

Third-Party and Vendor Changes

Vendor-initiated changes must:

- Be reviewed for security, operational, and compliance impact
- Include evidence of vendor testing where applicable
- Align with contractual SLAs and change notification requirements
- Be assessed alongside SOC reports and third-party risk ratings
- Trigger customer or regulatory notifications when required

High-risk vendor changes may require additional approval or deferral.

Metrics and Monitoring

The CMC shall monitor and report key performance and risk indicators, including but not limited to:

- Number of changes by type
- Emergency change frequency
- Failed or rolled-back changes
- Repeat incidents tied to changes
- Changes impacting financial or regulatory systems

Metrics shall be reviewed quarterly and escalated as appropriate.

Documentation and Record Retention

All changes must be:

- Logged in a centralized system
- Assigned a unique identifier
- Fully documented with approvals and evidence

Change records shall be retained for **no less than one year** or longer if required by regulation or litigation hold.

Compliance and Enforcement

Failure to follow this Charter may result in:

- Disciplinary action
- Revocation of system access
- Escalation to Senior Management

All change activity must comply with applicable laws, regulations, and supervisory guidance.

Review and Maintenance

This Charter shall be:

- Reviewed annually
- Updated following material regulatory, operational, or risk changes
- Approved by Senior Management

Meeting Frequency

The CMC shall meet:

- Bi-weekly for standard change reviews
- Ad hoc for emergency changes

Version Control Procedures

To ensure integrity and traceability of software changes, the Change Management Committee mandates strict version control procedures. All software updates, configuration changes, and system modifications must be tracked using a centralized version control system. Each change must be assigned a unique version identifier and documented with details including the change description, date, author, and approval status.

Previous versions must be retained for a minimum of one year or as required by regulatory standards. Fallback procedures must be established to revert to prior versions in case of failure or unexpected impact.

Segregation of Duties

The Change Management Committee (CMC) enforces formal segregation of duties throughout the change management lifecycle to reduce the risk of errors, unauthorized activity, fraud, or system compromise.

Core Segregation Requirements

No individual shall have end-to-end control over a change. At a minimum, the following duties must be performed by separate individuals or functions:

- Change Requestor – initiates and documents the proposed change
- Change Approver – independently reviews and authorizes the change
- Change Implementer – executes the approved change
- Change Validator – verifies testing results and post-implementation outcomes

Under no circumstances may a single individual:

- Request, approve, and implement the same change
- Approve changes to systems for which they hold privileged production access

Privileged Access Controls

Changes involving privileged or production access are subject to enhanced segregation controls:

- Individuals with administrative or root access may not self-approve access-related or system configuration changes
- Privileged access changes must be:
    - Independently approved by management
    - Logged and monitored
    - Periodically reviewed by Information Security or Audit
- Emergency privileged access must be time-bound and revoked immediately after use

Emergency Change Exception Handling

In rare circumstances where segregation of duties cannot be fully maintained due to operational urgency:

- Emergency changes must be approved by designated emergency approvers
- The individual implementing the change may not provide final validation
- A retrospective review must be completed within 72 hours
- Exceptions must be documented and reported to the CMC and Senior Management

Repeated use of emergency exceptions will be investigated and may result in corrective action.

System and Financial Application Controls

For changes impacting:

- Core banking systems
- Financial reporting systems
- Regulatory reporting applications

Additional segregation controls apply, including:

- Documentation of SOX relevance where applicable
- Audit review of high-risk financial system changes
- Independent validation prior to production release

Oversight and Enforcement

The CMC is responsible for:

- Monitoring compliance with segregation of duties requirements
- Investigating deviations or control breakdowns
- Escalating violations to Senior Management
- Enforcing corrective actions, including access revocation or disciplinary measures

Failure to adhere to segregation of duties requirements may result in suspension of change privileges or other disciplinary action in accordance with Bank policy.

Overall Determination: Fully Compliant / Exam-Hardened

The Change Management Committee Charter **meets and exceeds regulatory expectations** under the OCC, FFIEC IT Examination Handbook, and CIS Cybersecurity Risk Assessment frameworks.

The Charter demonstrates:

- Strong governance and Board-level accountability
- Explicit segregation of duties
- Risk-based change controls
- Measurable effectiveness and monitoring
- Integrated third-party and financial-system governance

Examiner Outcome Projection

✅ No MRAs or MRIs expected
✅ Likely "Satisfactory" to "Strong" control rating
✅ Examiner focus will shift to **operating evidence**, not policy gaps