1. SUPPLEMENTAL NOTES

15 November 2011

1.1 Question 40 asks the applicant to provide a Service Migration plan (as described in the Registry Transition Processes) in the event that it becomes necessary to permanently transition the proposed gTLD to a new operator. All applicants are required to provide an answer to this question. It should be noted that there is no mechanism to prevent transition under any circumstances. (An applicant cannot unilaterally decide in advance that there will be no transition. Transition, if it occurs, will occur at ICANN’s discretion. Under certain circumstances, ICANN may choose to not transition operation of the TLD to a successor registry operator. Please refer to the factors in Article 4.5 of the Registry Agreement.) The applicant may refer to the gTLD Registry Transition Processes Explanatory Memorandum in responding to this question.

2. BEST PRACTICE SUGGESTIONS:

15 November 2011

2.1 Applicants should read each evaluation question in its entirety, including the notes, criteria, and scoring text. The answer should address all criteria specified, and include detailed rationale demonstrating a thorough understanding of the criteria (i.e., show your work).

2.2 If acronyms are used, applicants should spell out the first instance, even if the acronyms represent a common term/product/service.

2.3 Applicants proposing to outsource a function or functions of their registry operations must address all criteria specified in each relevant question, and include detailed rationale demonstrating a thorough understanding of the criteria (i.e., show your work).

2.4 Simply providing a Curriculum Vitae (CVs/resume) will not be considered as demonstrating technical/operational capabilities nor does it necessarily establish “proof” that resources are on hand. The applicant should provide a detailed explanation of the resourcing plan and should including areas such as the resources required to manage/run a function, the skillset required, the hiring schedule, and so on. CVs may be used to augment this proposed resourcing plan.
2.5 If a policy/procedure is referenced in an answer, applicants should provide a summary of such policy/procedure. Applicants should not attach copies of the referenced policy/procedure, unless specifically requested.

2.6 If the applicant proposes custom developed software, the applicant should clarify the scope and the extent of the customization including the software development process. This clarification is meant to help evaluation panels understand the integrity of the customized software.

DISCLAIMER: This material is for information only and does not represent all requirements and criteria that the applicant must satisfy. ICANN is not providing legal, financial, business or any other kind of advice. This material does not represent a modification to the Applicant Guidebook, or the terms and conditions to the new gTLD program. This material also does not represent a waiver of any ICANN policy, procedure or agreement. In the event that any information provided in this material appears to be inconsistent with any information published elsewhere by ICANN, please do not rely on this material without confirmation or clarification from ICANN.