



Article #: 030039	Updated Date: 10 January 2012
Article Name: Evaluation question #39: Registry	AGB Reference: Specification 6 of the Registry
Continuity	Agreement
Version #: v02	Category: Supplemental Notes

<u>Supplemental Notes</u> <u>Best Practice Suggestions</u>

1. SUPPLEMENTAL NOTES

10 January 2012

1.1.A [Clarification to Supplemental Note 1.1 dated 15 November 2011] Vital business functions are broader than critical registry functions and include those functions that are needed for a registry to be able to perform its operations and to meet its obligations under the Registry Agreement.

15 November 2011

1.1 Applicants should identify any vital business functions aside from the critical registry functions defined in section 6 of Specification 10 of the Registry Agreement.

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.

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