Financial and Technical/Operational Panel Application Evaluation Process

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Application Evaluation Process
Financial and Technical/Operational Panels

The process documentation was provided to ICANN by the Financial and Technical/Operational Panels (Ernst & Young LLP, JAS, and KPMG LLP) to reflect the overall process utilized by all panel firms in the financial and technical/operational evaluations of new gTLD applications.

The documentation also reflects points of interaction with ICANN necessary for the completion of the financial and technical/operational evaluations. ICANN independently designed the portions of the process for which it is responsible.

In performing the financial and technical/operational evaluations, the panel firms provide ICANN with recommended scores at the conclusion of the evaluation process.
### Evaluation by Level 1, 2, and/or 3 Resources as Needed
- Level 1 resources perform initial evaluation of applications and drafting of potential CQs.
- Level 2 and/or Level 3 resources evaluate and review evaluation of applications and CQs.
- Evaluators utilize ICANN’s Evaluator Principles and other Supplemental Notes and Advisories.
- Evaluators take into consideration application/GAC comments and application change requests.

### IFRT Discussions
- Inter-Firm Review Team (IFRT) discussions are called by the panels, and held on an as-needed basis.
- The primary purpose is for firms to discuss and share challenging evaluation situations and align on the treatment of such situations.
- Discussions are also used to formalize questions relating to AGB criteria that are then sent to ICANN.
- Apply and/or update evaluations as deemed appropriate.

### Panel Debrief Discussions
- Evaluators present initial scoring and clarifying questions to the panel lead.
- These are discussed and changed as appropriate.

### Internal QA Reviews
- Perform a series of reviews utilizing various analytical methods.

### Submit CQs in ICANN’s TAS System
- Clarifying Questions (CQs) are uploaded into ICANN’s TAS System.

### CQ or Scoring reconsiderations
- ICANN performs series of reviews including data validation and consistency checks.
- Following the above reviews, ICANN provides CQ or Scoring reconsiderations to panel firms.
- After discussions with ICANN, adjustments to CQs and/or scoring may be made by panel firms.

### CQ Response Evaluation
- CQ response received by ICANN are provided to panel firms for further evaluation.
- Depending on the complexity they will be evaluated by one or more of Level 1, Level 2, and/or Level 3 resources.

### Detailed Recommendation Report
- A draft report of recommended scores, pass/fail status, TAS language is prepared for each application.

### Review Draft Recommendation with ICANN
- The draft recommendation report is discussed with ICANN.
- Any score updates (primarily due to clarification of criteria) will then be made by panel firms.

### Outreach
- ICANN performs outreach to applicants as deemed appropriate.
- Any new information received by ICANN as a result of outreach is shared with panel firms.

### Final Recommendations Submission in TAS
- The scores, and TAS summary language contained in the recommendation report are uploaded into ICANN’s TAS system.
- ICANN performs additional checks (data validation and consistency) prior to publication.

### Guidance
- ICANN has provided panel firms with clarification on AGB Criteria.
- This is in the form of the Evaluator Principles, as well as Supplemental Notes to Evaluators.

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