

OVERVIEW OF IANA FUNCTIONS CONTRACT¹

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3	B.2	COST/PRICE
3	B.3	PRE-AWARD SURVEY
4	C	DESCRIPTION / SPECS / WORK STATEMENT
4	C.1	BACKGROUND
4	C.1.1	Contract is to maintain continuity and stability of IANA functions
4	C.1.2	History of functions
4	C.1.3	Contractor must develop constructive working relationships with all affected parties: ICANN stakeholders, IETF, IAB, RIRs, TLDs
	C.1.4	Confidentiality of data/information
5	C.2	CONTRACTOR REQUIREMENTS
5	C.2.1	must perform services as a prime Contractor, not as agent
5	C.2.2	must provide all personnel and materials; use due diligence in hiring, including background checks
5	C.2.3	may not charge for services
5	C.2.4	required to perform IANA functions. Treat each with equal priority
6	C.2.5	Separation of Policy Development and Operational Roles – IANA functions staff not to become involved in policy development
6	C.2.6	Transparency and Accountability – must develop and post user instructions and technical requirements
6	C.2.7	Responsibility and Respect for Stakeholders – must develop a process to document source of policies, how it will apply these and post to web
6	C.2.8	Performance Standards – must develop performance standards and post to web
6	C.2.9	Internet Assigned Numbers Authority (IANA) Functions -- include (1) the coordination of the assignment of technical Internet protocol parameters; (2) the administration of certain responsibilities associated with the Internet DNS root zone management; (3) the allocation of Internet numbering resources; and (4) other services related to the management of the ARPA and INT top-level domains (TLDs).
6	C.2.9.1	Coordinate The Assignment Of Technical Protocol Parameters including the management of the Address and Routing Parameter Area (ARPA) TLD
7	C.2.9.2	Perform Administrative Functions Associated With Root Zone Management
7	C.2.9.2.a	Root Zone File Change Request Management
7	C.2.9.2.b	Root Zone “WHOIS” Change Request and Database Management
7	C.2.9.2.c	Delegation and Redelelegation of a Country Code Top Level -Domain (ccTLD)
8	C.2.9.2.d	Delegation and Redelelegation of a Generic Top Level Domain (gTLD)
8	C.2.9.2.e	Root Zone Automation
8	C.2.9.2.f	Root Domain Name System Security Extensions (DNSSEC) Key Management
8	C.2.9.2.g	Customer Service Complaint Resolution Process (CSCR)
8	C.2.9.3	Allocate Internet Numbering Resources
10	C.2.9.4	Other services – includes operation of .int and requirement to implement

¹ The full contract is available at http://www.ntia.doc.gov/files/ntia/publications/sf_26_pg_1-2-final_award_and_sacs.pdf

		performance modifications
10	C.2.10	performance of IANA functions to be in compliance with C.8
10	C.2.11	NTIA to inspect all deliverables and reports before publication
10	C.2.12.a	ICANN to provide qualified program manager
10	C.2.12.b	assignment of key personnel
10	C.3	SECURITY REQUIRMENTS
10	C.3.1	secure systems
10	C.3.2	secure systems notification
10	C.3.3	secure data
10	C.3.4	security plan
10	C.3.5	Director of Security
10	C.4	PERFORMANCE METRIC REQUIRMENTS
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11	C.4.3	Root Zone Management dashboard
11	C.4.4	Performance Standards Reports
11	C.4.5	Customer Service Survey
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11	C.4.7	Inspection and acceptance
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12	C.5.2	Root Zone Management Audit Data
12	C.5.3	External Auditor
12	C.5.4	Inspection and Acceptance
12	C.6	CONFLICT OF INTEREST REQUIREMENTS
12	C.6.1	maintenance of conflict of interest policy and avoidance of situations that may create, or give appearance of, conflict
	C.6.2	Conflict of Interest Officer
12	C.6.2.1	policy on conflict of interest to be distributed
13	C.6.2.2	employees and contractors to provide disclosures
13	C.6.2.3	disclosures to be updated regularly
13	C.6.2.4	report to be published
13	C.6.2.5	organizational conflict of interest
13	C.7	CONTINUITY OF OPERATIONS
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13	C.7.2	contingency plans
13	C.7.3	transition to successor contractor
	C.8	PERFORMANCE EXCLUSIONS
	C.8.1	Contractor not authorized to make changes to Root Zone; link to VeriSign Cooperative Agreement
13	C.8.2	Contractor not to change policies and procedures or to establish methods for performing IANNA functions
14	C.8.3	Relationship to other contracts
		APPENDICES
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		Included here is the term of the contract and the right to extend it.