



**Procurement and Contracting Services**  
30 Victoria Street  
Gatineau, Quebec K1A 0M6

## REQUEST FOR PROPOSAL AMENDMENT

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

<b>RFP Amendment No.</b>  2	<b>RFP Amendment Date:</b>  July 19, 2017
<b>Office of the Chief Electoral Officer File No.</b>  ECRS-RFP-16-0167	
<b>Title:</b>  Voting Services Modernization / Polling Place Process Enhancement	
<b>Request for Proposal Closing Date:</b>  September 07, 2017 at 2:00 p.m. (Gatineau time)	
<b>ENQUIRIES – address enquiries to the Contracting Authority:</b>  <b>Office of the Chief Electoral Officer of Canada</b> Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6  <a href="mailto:proposition-proposal@elections.ca">proposition-proposal@elections.ca</a>	
<b>Attention:</b>  Ron Shaheen	<b>Tel No.</b>  819-939-1489

## **Part 1. Interpretation**

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal (RFP) for Voting Services Modernization / Polling Place Process Enhancement bearing number ECRS-RFP-16-0167 and dated June 22, 2017 (the “RFP”). This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

## **Part 2. Questions and Answers**

The following question(s) have been asked in response to the RFP and Elections Canada hereby answers as follows:

### **2.1 Question No. 3**

Question:

This RFP is very detailed and requires that Bidders conduct an in-depth review of the requirements and numerous documents, and produce a very detailed response. The security requirements are also quite complex and drive additional cost and solutioning. Elections Canada has not had the opportunity to conduct an RRR with potential Bidders, therefore we are seeing the requirements for the first time. We will be submitting numerous questions and Elections Canada’s response to these questions will influence whether or not Bidders can submit a compliant response. The summer vacation period is upon us and our proposal resources are at a premium. In addition we expect a second Elections Canada RFP to drop this month which we also intend to pursue. Realistically we estimate that solutioning, Q&A, Pricing etc. will take two months. We strongly recommend and formally request that Elections Canada extend the close date to September 15 2017, allowing Bidders to mount a realistic pursuit team and schedule.

Answer:

Please refer to Question 1.

### **2.2 Question No. 4**

Question:

We have questions regarding two of these attachments:

Att 2 - part 7 - technical evaluation criteria - response document 1.xlsx, and

Att 3 - part 7 - technical evaluation criteria - response document 2.xlsx

- a) We request guidance on how to respond to these documents, What are Elections Canada's intentions for these documents in the bidder response and where in the response should they be included?
- b) Are the three tabs named B1 - E-Poll Solution, B2 - E-Poll Solution, and C - PoS, in provided document Att 3 - part 7 - technical evaluation criteria - response document 2.xlsx, intended to be the response template for 3.3.2 in 3.3 Section II - Technical Proposal in Part 3. Proposal Preparation Instructions of the Request For Proposal document?  
If not, we revert to Question a).
- c) Are the answers to Template B — Proposed Plan Template 1) a. and 1) b. intended to be duplicated in columns J and K under Delivery Schedule tab of provided document Att 3 - part 7 - technical evaluation criteria - response document 2.xlsx?  
If not, we revert to Question a).
- d) Are the answers to Template B — Proposed Plan Template 2) b. and 2) c. intended to be duplicated in columns I and J of provided document Att 2 - part 7 - technical evaluation criteria - response document 1.xlsx?  
If not, we revert to Question a).
- e) Where does Elections Canada intend to see Att 2 - part 7 - technical evaluation criteria - response document 1.xlsx incorporated in bidder response submissions?

Answer:

- a) Elections Canada expects that bidders will provide a technical proposal which describes the complete E-Poll Solution as proposed by the bidder. The two technical evaluation criteria response documents should accompany the technical proposal as attachments, and must be consistent with the technical proposal and proposed plan.
- b) Yes, however it is expected that the technical evaluation criteria response documents will be accompanied by a technical proposal which describes the complete E-Poll Solution as proposed by the bidder.
- c) No, the proposed plan material must be submitted separately. An additional tab has been included in the technical evaluation criteria response document “Part 7 –

Technical Evaluation Criteria – response document 2” to aid in response to TABLE D – RATED PROPOSED PLAN CRITERIA.

**Note:** *An additional tab has also been included in the technical evaluation criteria response document “Part 7- Technical Evaluation Criteria – response document 2.” to aid in response to TABLE B3 - E-POLL SOLUTION SECURITY.*

Please refer to Part 3 – Amendments.

- d) Please refer to response c) above.
- e) Please refer to response a) above.

### 2.3 Question No. 5

Question:

In Template B — Proposed Plan Template on page 138 of 140 in Part 7, question 2) c., our downloaded document reads, “Dates the Contractor plans to deliver deliverables associated with the SA&A in **Section Error! Reference source not found. - Error! Reference source not found..**”

Can you please confirm if this is referencing Annex A - Appendix E9 - Security Requirements?

Answer:

This error has been corrected. Please refer to Part 3 – Amendments.

### 2.4 Question No. 6

Question:

Obtaining a valid DOS (Please note: we reside in the USA and will be a foreign entity registered to do business in Canada).

We are trying to accurately obtain security clearance per the requirements of Mandatory Technical Evaluation Criteria, requirement M5.

We noted that a signed Security Requirements Checklist was provided (TBS/SCT 350-103).

We also noted that through the Government of Canada, this is listed as a form for a subcontractor.

7.a. If we are to be the prime contractor, was this still the correct form?

7.b. And if so, who is the proper person to file the request for private organization screening form on our behalf?

7.c. Are we to enlist the assistance of the persons who authorized the provided document?

7.d. Or, are we not understanding an element of this process we have started? Please clarify this for us.

Answer:

Will be provided in a subsequent amendment.

## **2.5 Question No. 7**

Question:

In response to section 164.1 of the *Canada Elections Act*, our firm was engaged to perform an statutory audit on whether deputy returning officers (DRO), poll clerks (PC) and registration officers (REGO) had properly performed the duties and functions (on advance polling and election date) imposed on them under the *Canada Elections Act*.

The audit did not validate election results, assess whether election officials other than DROs, PCs and REGOs performed their specific legislative duties, assess performance of legislative duties that are not specifically referred to in S.164.1 of the Act nor did it assess the administrative controls of EC beyond those implemented for purposes of supporting election officials in the conduct of their duties under S.164.1 of the Act.

Can Elections Canada please confirm that they do not perceive any conflict of interest between the scope of services outlined in this solicitation (ECS-RFP-16-0167), and the audit outlined above that would preclude our firm from bidding?

Answer:

No. Elections Canada cannot confirm at this time whether or not the potential bidder would be in conflict of interest as it relates to the performance between any eventual contract it may be awarded (including one that my result from solicitation ECS-RFP-16-0167) and other contracts the potential bidder may have with EC. It is impossible to predict the future business and contractual arrangements between the potential bidder and EC, which are facts necessary to properly assess the existence or not of a conflict of interest.

## **2.6 Question No. 8**

Question:

Elections Canada is looking to ensure the bidder has the necessary experience to address and deliver on the requirement. The definition of Bidder in Section 2.3 specifically excludes the parent, subsidiaries or other Affiliates of the bidder, or its subcontractors.

The RFP requires innovative and modern E Poll solutions and devices. To ensure Elections benefits from industry best practices across the world base, Bidders need to leverage their global experience, lessons learned and references in this unique space. Elections Canada will benefit from such world-wide experience. Most of the corporate structure of Bidders is such that any elections solutions implemented outside Canada are necessarily implemented by their corporate affiliates in each major geography such as the US, the UK etc.

Therefore, we request that Canada amends the definition of Bidder for the purpose of corporate references in order to allow a Bidder to use references from its parent, affiliates and subcontractors.

Please confirm that such change will be made so that this clause does not preclude Bidders from using such references to respond to the mandatory reference requirements

Answer:

Will be provided in a subsequent amendment.

## **2.7 Question No. 9**

Question:

### **Part 6 – Resulting Contract - Article 12 Letter of Credit**

Article 12 Letter of Credit provides that the Contractor is to deposit an irrevocable standby letter of credit in the amount of \$2,500,000.00 CAD from a financial institution that is a member of the Canadian Payments Association.

We understand Elections requirement to ensure Contractors are held accountable to deliver on their obligations. However, in addition to letters of credit, various options exist to provide a performance guarantee.

Would Elections Canada consider a performance bond issued by an acceptable bonding company, including an insurance company, as an alternative to the letter of credit and modify the RFP accordingly? Performance bonds are accepted by the Government of Canada as an acceptable performance guarantee (see clause E5000C of the SACC Manual Performance Bonds).

Can Election Canada please confirm that a performance bond is acceptable to meet this requirement?

Answer:

Yes, Elections Canada agrees that a performance bond is also acceptable. Please refer to Part 3 – Amendments.

## **2.8 Question No. 10**

### Question:

The Request for Proposal is very complex, has many different facets and will require a great deal of coordination to ensure that we submit a proper response, we would request a six week extension to bid submission.

### Answer:

Please refer to Question 1.

## **2.9 Question No. 11**

### Question:

#### **Section 16.04 Fair Price Certification**

Part 6 Resulting Contract Clauses - Articles of Agreement – Article 16.04 Fair Price Certification and Section 2.14 Price Justification and Annex H

Pursuant to Section 2.14 Price Justification, please confirm that the Fair Price Justification included as an optional clause in Article 16.04 of the Articles of Agreement, would only be requested from a supplier in the event that the bidder's proposal is the sole bid received by Elections Canada.

### Answer:

Correct.

## **2.10 Question No. 12**

### Question:

#### **Article 23 Limitation of Liability**

The term of this Contract includes an initial 4-year term plus a potential of two 4-year extensions for a total of 12 years. Based on the IT industry standards and since the majority of the payments under the Agreement are to be made on a recurring basis as monthly fees, we request that the aggregate maximum liability for direct damages under the standard Government of Canada limitation of liability be capped at an amount equal to 12 months of recurring charges.

Please confirm this is acceptable

### Answer:

No, this is not acceptable to Elections Canada.

**2.11 Question No. 13**

Question:

**Part 6 Resulting Contract Clauses - Annex C – Supplemental Conditions – Personal Information**

Please clarify what additional protections Election Canada is seeking or could seek over and above those described for the protection of personal information in Annex C – Supplemental Conditions Personal Information, as well clarify whether such additional constitute Task Orders for which the Contractor may propose pricing or tasks that it is obligated to perform at its cost.

Answer:

No, Elections Canada will not identify additional protections. The bidder is responsible to identify those as it pertains to their E-Poll Solution. These and any associated costs for additional protections would be factored as part of the Financial Proposal and tasking would not be a consideration.

**2.12 Question No. 14**

Question:

**Part 6 – Resulting Contract, section 22.02.01 (a) through (e)**

If an Open Source Software (OSS) package is contained as part of the solution (e.g., log4j), but does not form part of a commercial off the shelf software product, is the OSS package to be treated as a product for the purpose of the Supply Chain Security Information?

Answer:

Yes, software used in any part of the E-Poll Solution is a product for the purpose of Supply Chain Security Information.

**2.13 Question No. 15**

Question:

**Annex A: Statement of Work Section 19.03 Requirements, Req ID 5 (page 120 of 565)**

Does a tablet require a physical bilingual keyboard or will the on-screen keyboard be acceptable, provided it is in both Canadian English and Canadian French?

Answer:



Yes, an on-screen keyboard is acceptable, provided it is in both Canadian English and Canadian French.

**2.14 Question No. 16**

Question:

**Annex A: Statement of Work Section 19.03 Requirements, Req ID 22.a (page 124 of 565)**

Do external battery packs qualify as a spare battery for tablets that are running the E-Poll Solution?

Answer:

Yes, external battery packs qualify as spare battery for tablets.

**2.15 Question No. 17**

Question:

**Annex A: Statement of Work Section 19.03 Requirements, Req ID 84.d (page 142 of 565)**

Does each device require the entire national dataset present on it or can they just contain the local Electoral District dataset with access to the full data-set from the local polling place server?

Answer:

Please refer to Part 3 – Amendments.

**2.16 Question No. 18**

Question:

Elections Canada currently acquires their network through traditional telco agreements. Can Elections Canada please confirm that the wide area network is being provided by Elections Canada under a current Elections Canada contract?

Answer:

Yes, Elections Canada will provide the wide area network connectivity. The method of this provision does not change the work for the Contractor in the SOW. The SOW includes responsibility for the Contractor to provide network connectivity components at the Polling Place such as routers and hubs which may be used to connect the E-Poll Devices through a connection provided by Elections Canada. The SOW does not require the Contractor to provide such connectivity, and assumes that there will be no such connectivity available at many Polling Places.

## **2.17 Question No. 19**

### Question:

The final delivery expectation of end of August, 2018 is not realistic given the complexity of the solution and the many coordination points required. Elections Canada should consider a less aggressive approach and perhaps adopt an approach with pilot implementation (By-Elections or limited General Election implementations).

### Answer:

No, Elections Canada will not consider an alternative approach. Elections Canada considered different opportunities, consulting with industry in both August 2016 and April of 2017. As such, Elections Canada expects to be able to deploy this technology in the next General Election, but recognizes that opportunities to leverage any By-Election and simulation scenarios are important, which relates to the delivery requirement of August 2018, so that these By-Election opportunities may be utilized starting in the fall of 2018.

## **2.18 Question No. 20**

### Question:

Period of Contract section 1.4.2 – PDF page 8 of 845: The current base term of the contract is four years. This is not a sufficient contract period given the amount of commitment a bidder needs to make to this opportunity. The base term should be changed to include the full period covered by two Federal Election Events or 8 years (whichever is longer).

### Answer:

No, Elections Canada will not consider a change to the Contract Term.

## **2.19 Question No. 21**

### Question:

Supply Chain Security Information NDA section 2.23 – PDF page 19 of 845: Section 2.23.6 should not be indefinite as this is not realistic. Recommend this be changed to a fixed, realistic period after end of contract (i.e. 3 years)

### Answer:

No, Elections Canada will not consider this request. The provision is in 2.23.3 for a successful bidder to request prior written consent to share any information at any time. The provision is in 2.23.4 for Elections Canada to request destruction of sensitive information, which should be standard practise in the event of contract termination.

The provisions of NDA section 2.23 are necessary safeguards over any inadvertent or inappropriate disclosure of sensitive residual information, and cannot be time bound.

**2.20 Question No. 22**

Question:

Definition of Bidder (2.3) – Definition of Bidder - Due to the complexity and volume of project references required, we ask that Elections Canada allow the Respondent to use references that have been delivered by its parent, subsidiary or Affiliates.

Answer:

Will be provided in a subsequent amendment.

**2.21 Question No. 23**

Question:

The Supply Chain Security Information Assessment will be very difficult to gather given the number of different companies required to deliver on all aspects of this bid. Can EC be more specific on the products to be included? (4.2.1.1)

Answer:

No, Elections Canada cannot be more specific, as the specific products to meet the requirement will be part of the bidder's proposed solution.

**2.22 Question No. 24**

Question:

Given that Elections Canada cannot provide all the address information for locations that will house Polling Stations for the next General Elections, it will be very difficult to show the complete network (4.2.1.3)

Answer:

With the proposal, Elections Canada requires only a conceptual network diagram. It is the reality of Electoral Event delivery that leases for field offices and Polling Places are signed as part of readiness and event delivery activities conducted by Returning Officers in their Electoral District. The conceptual diagram need only include conceptual nodes for ROs and AAROs offices and Polling Places.

**2.23 Question No. 25**

Question:

Avoidance of Political Partisanship section 21.01.01 – PDF page 68 of 845: Subsection (a) and (b) are too all encompassing. This needs to be changed to officers and “key personnel” of the contractor, key personnel needs to be defined within the RFP and be only those individuals (Account Executive, Account Manager, Account Operations Manager) that have direct leadership roles on the account.

Answer:

Will be provided in a subsequent amendment.

**2.24 Question No. 26**

Question:

Limitation of Liability section 23.01.02– PDF page 73 of 845: Recommend the capped limit of .50 times contract referenced in subsection (f)(ii) apply to all subsections of 23.01.02 (a)

Answer:

Will be provided in a subsequent amendment.

**2.25 Question No. 27**

Question:

Is it Elections Canada’s approach to have the successful Contractor purchase and own all the hardware, software and applications and then provide it to “as a service”?

Answer:

Yes, that is correct.

**2.26 Question No. 28**

Question:

Annex H – Fair Price Certification – is this certification only applicable to when there is a single qualified bidder?

Answer:

Please refer to Question 11.

**2.27 Question No. 29**

Question:

Due to the extensive requirements of this RFP and in order to provide the best solution to Elections Canada, we would like to formally request an extension of the due date.

Answer:

Please refer to Question 1.

**2.28 Question No. 30**

Question:

With regards to RFP ECRS-RFP-16-0167 for Voting Services Modernization / Polling Place Process Enhancement, we note that the deadline for submissions is August 2, 2017 at 2PM.

Given the complexity of the proposal and in negotiations with partners, we hereby respectfully request an extension to the deadline to October 6, 2017.

Answer:

Please refer to Question 1.

**Part 3. Amendments**

**3.1 Amendment to Annex A – Appendix E – Statement of Requirements**

The requirement for 84.d of Annex A – Appendix E – Statement of Requirements of the Request for Proposal is hereby amended to read in its entirety as follows:

**Delete:** The E-Poll Device should be able to contain the list of electors for every ED within Canada.

**Insert:** The E-Poll Device should be able to access, within the Local Area Network at the Polling Place, the list of electors for every ED within Canada.

**3.2 Amendment to Part 6 – Resulting Contract**

Part 6 – Resulting Contract – Article 12 – Letter of Credit of the Request for Proposal is hereby amended by deleting Article 12 in its entirety and replaced with the following:

**Delete: Article 12 Letter of Credit** in its entirety.

**Insert:**

**Article 12 Letter of Credit or Performance Bond**

**[Note to Bidders and Contracting Authority]**

The bidder is to demonstrate financial capability and will provide either a Letter of Credit OR Performance Bond acceptable to Elections Canada, this Section will be modified accordingly at contract award.

**Section 12.01 Letter of Credit**

- 12.01.01 The Contractor shall deposit with Elections Canada an irrevocable standby letter of credit in the amount of \$2,500,000.00 CAD from a financial institution that is a member of the Canadian Payments Association which meets the requirements of Annex G of the Contract on or before the Effective Date of the Contract.
- 12.01.02 Elections Canada may convert the irrevocable standby letter of credit to the use of Elections Canada if any circumstance exists which would entitle Elections Canada to terminate the Contract for default in accordance with the General Conditions, but any such conversion shall not constitute termination.
- 12.01.03 Where Elections Canada so converts the irrevocable standby letter of credit:
- (a) the proceeds thereof shall be used to complete the Work according to the terms of the Contract to the nearest extent that it is feasible to do so and any balance left thereafter shall be returned to the Contractor on completion of the Term of the Contract; and
  - (b) if Elections Canada enters into an agreement outside the Contract to have the Work completed, the Contractor shall:
    - i. be deemed to have irrevocably abandoned the Work; and
    - ii. remain liable for the excess cost of completing the Work if the amount of the irrevocable standby letter of credit is not sufficient for such purpose. ("Excess cost" means any amount over and above the amount of the Contract Price remaining unpaid together with the amount of the irrevocable standby letter of credit.)
  - (c) if Elections Canada does not convert the irrevocable standby letter of credit to the use of Elections Canada prior to last day of the Term of the Contract, Elections Canada shall return the irrevocable standby letter of credit to the Contractor within thirty (30) days after such date.

## **Section 12.02 Performance Bond**

- 12.02.01 In order to ensure that funds will be available to complete the Work in accordance with the conditions of the Contract, the Contractor must, within 40 Calendar Days after the date of Contract award, provide to the Contracting Authority a duly executed performance bond. The performance bond must be 10 percent of the total liability identified at Subsection 6.10.01 and must be accepted as security by one of the bonding companies listed in [Treasury Board Contracting Policy](#),

Appendix L, Acceptable Bonding Companies.

12.02.02 If Elections Canada does not receive the performance bond within the specified period, Elections Canada may terminate the Contract for default pursuant to the default provision of the Contract.

**3.3 Amendment to Part 7 – Technical Evaluation Criteria**

Part 7 – Technical Evaluation Criteria-Template B — Proposed Plan Template of the Request for Proposal is hereby amended in its entirety as follows:

**Delete:** Part 7 – Technical Evaluation Criteria in its entirety.

**Insert:** Part 7 – Technical Evaluation Criteria (Revised July 14, 2017) hereby attached to this amendment of the Request for Proposal.

**3.4 Amendment to Part 7 – Technical Evaluation Criteria – Response document #2**

Part 7-Technical Evaluation Criteria - Response document #2 of the Request for Proposal is hereby amended in its entirety as follow:

**Delete:** Part 7 – Technical Evaluation Criteria – Response document #2 in its entirety.

**Insert:** Part 7 – Technical Evaluation Criteria – Response document #2 (Revised July 14, 2017) hereby attached to this amendment of the Request for Proposal.



## **Voting Services Modernization / Polling Place Process Enhancement**

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Part 7

### **Technical Evaluation Criteria**



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- [SECTION A – INSTRUCTIONS TO BIDDERS](#)
- [SECTION B – DEFINITIONS](#)
- [SECTION C – EVALUATION](#)
- [TABLE A – MANDATORY TECHNICAL EVALUATION CRITERIA](#)

#	MANDATORY TECHNICAL EVALUATION CRITERIA	MET / NOT MET
M1	<a href="#"><u>Corporate / Organization</u></a>	
M2	<a href="#"><u>Corporate &amp; Financial Stability</u></a>	
M3	<a href="#"><u>Deployment</u></a>	
M4	<a href="#"><u>ISO 27001: 2013 Certification</u></a>	
M5	<a href="#"><u>Organizational Security Screening</u></a>	
M6	<a href="#"><u>Product Lifecycle Management</u></a>	
M7	<a href="#"><u>Project Management Experience</u></a>	
M8	<a href="#"><u>Proposed Plan</u></a>	
M9	<a href="#"><u>3rd Party SA&amp;A Compliance</u></a>	

- [TABLE B – RATED TECHNICAL EVALUATION CRITERIA](#)

#	RATED TECHNICAL EVALUATION CRITERIA	MAX POINTS
R1 to R159	B1 - <a href="#"><u>E-POLL SOLUTION</u></a>	1545
R160 to R234	B2 - <a href="#"><u>E-POLL SOLUTION SERVICES</u></a>	885
R235 to R238	B3 - <a href="#"><u>E-POLL SOLUTION SECURITY</u></a>	594

• **TABLE C – RATED PROOF OF SOLUTION EVALUATION CRITERIA**

<b>SCENARIO #</b>	<b>RATED Proof of Solution (PoS) EVALUATION CRITERIA</b>	<b>ALLOCATED TIME (MINS)</b>	<b>MAX POINTS</b>
RS0	PoS Setup	60	0
RS1	RO Office - E-Poll Device Configuration	15	48
RS2	RO Office - Tracking of E-Poll Devices	10	57
RS3	Polling Place Pre-Polling - Service Point Setup	15	165
RS4	Polling Place Pre-Polling - Open a Service Point	10	87
RS5	Polling Place - User Customization	10	63
RS6	Polling Place Polling Operation - Process an Elector with VIC; demonstrate data synchronization	20	261
RS7	Polling Place Polling Operation - Process an Elector with VIC and minor correction	15	42
RS8	Polling Place Polling Operation - Search for an Elector record	30	261
	BREAK	15	
RS9	Polling Place Polling Operation - Register an Elector	10	318
RS10	Polling Place Polling Operation - Register an Elector with an inactive record and add a poll book entry	10	99
RS11	Polling Place Polling Operation - Register an Elector using an EC e-registration application; manage ballots used at the Service Point	10	72
RS12	Polling Place Polling Operation - Register an Elector with Oath of residence	10	144
RS13	Polling Place Polling Operation - Process an Elector with VIC and a status of Voted	5	81
RS14	Polling Place Polling Operation - Process an Elector with VIC, at the wrong Polling Place and correct ED	5	24
RS15	Polling Place Polling Operation - Process an Elector with a Transfer Certificate	15	48
RS16	Polling Place Polling Operation - Process an Elector with VIC, an oath of qualification to vote	15	90

SCENARIO #	RATED Proof of Solution (PoS) EVALUATION CRITERIA	ALLOCATED TIME (MINS)	MAX POINTS
	and a spoiled ballot		
RS17	Polling Place Polling Operation - Process an Elector with unreadable VIC in a disconnected mode	15	36
	BREAK	15	
RS18	Polling Place Polling Operation - Business Continuity - E-Poll Devices	35	24
RS19	ECHQ (and RO Office) - Infrastructure Monitoring Solution	20	45
RS20	Polling Place Post-Polling - Close of Poll	5	36
RS21	Polling Place Post-Polling - Ballot Counting	20	186
RS22	RO Office - E-Poll Device Decommissioning	15	120
		<b>6.5 hrs.</b>	<b>2307</b>

- [TABLE D – RATED PROPOSED PLAN EVALUATION CRITERIA](#)

#	RATED PROPOSED PLAN EVALUATION CRITERIA	MAX. POINTS
RP1	Contract Management	5
RP2	Product delivery Lifecycle	5
RP3	Proposed Release Content	5
RP4	Maintenance Schedule Release	5
RP5	Deployment Strategy	5

- [SECTION D – BIDDER RESPONSE TEMPLATES](#)
  - [TEMPLATE A – CLIENT REFERENCE TEMPLATE](#)
  - [TEMPLATE B – PROPOSED PLAN TEMPLATE](#)

## **SECTION A – INSTRUCTIONS TO BIDDERS**

### **Phase 1 Mandatory Technical**

In this Phase, the bidder's potential to produce and deliver the E-Poll Solution is evaluated. Note that this includes providing a proposed plan, as defined in M8, which requires the bidder's products and services to be compliant with EC's requirements and the implementation of the bidder's E-Poll Solution for EC Electoral Events. This plan will also be further evaluated in Phase 2.

### **OVERVIEW OF PHASE 2**

In Phase 2, the bidder's potential to produce and deliver the E-Poll Solution is evaluated.

Each proposal will be evaluated in three parts:

1. "Rated Technical Evaluation" – For most requirements in the Statement of Requirements (SOR) which are not evaluated in the Proof of Solution, each bidder will provide a written description of how their proposal currently meets, or partially meets, EC's requirements. Delivery date of all functionality proposed as part of the solution must be reflected on the proposed plan provided in Phase 1.
2. "Rated Proof of Solution Evaluation" – Each bidder will demonstrate components of their E-Poll Solution proposal which meet, or will be adapted to meet, EC's requirements. This portion of the evaluation focusses on observable characteristics of the E-Poll Solution. Delivery date of all functionality proposed as part of the solution, demonstrated or not, must be reflected on the proposed plan provided in Phase 1. The proof of solution will follow demonstration scenarios which have been defined by EC, and will demonstrate existing functionality which fully or partially meets EC requirements stated in the Statement of Requirements.
3. "Rated Proposed Plan Evaluation" – Each bidder will provide a proposed plan which describes key releases which adapt the bidder's product to EC requirements and explains how the bidder proposes to manage the challenges imposed by the scale of EC Electoral Events.

### **INSTRUCTIONS FOR PHASE 2**

1. In order to facilitate the evaluation of the proposal, EC requests that bidders address and present topics in the same order and with the same headings as the evaluation criteria. Bidders should clearly identify where in their proposal each criterion is addressed. In the technical evaluation response, bidders may not refer to different sections of their proposals

by identifying the specific paragraph and page number where the topic has been addressed. Instead, such material must be reproduced in the response template.

2. If more projects/samples are provided than the requirements of the criterion, only the first projects/samples in the proposal will be evaluated. Any excess projects/samples will not be evaluated.
3. In determining years of experience, overlapped years or months for projects submitted by the bidder to demonstrate such experience will only be counted once for evaluation purposes.
4. Projects must have been completed by the solicitation closing date.
5. For requirements relating to education or professional qualifications, certifications, designation, or membership, proposed resources must have the required education, qualification, certification, designation or membership by the solicitation closing date and must continue, where applicable, to be a member in good standing of the profession's governing body throughout the evaluation and Contract Term.
6. In addition to the information requested in the individual criterion, the bidder is requested to include complete client contact information for each project description including the client contact name, title and telephone number or e-mail address. The client contact for any project must be an employee of the originating client organization. EC reserves the right to request client contact information, at any time during the evaluation process, for the purposes of verification.

## SECTION B – DEFINITIONS

Unless the context clearly requires otherwise, the capitalized terms used in the Technical Evaluation Criteria shall have the definitions assigned to them in the Contract, in the SOW or in this Table.

These definitions shall apply equally to both the singular and plural forms of the terms defined, and words of any gender shall include each other gender when appropriate.

**Client** means any individual or entity that is unrelated and unaffiliated to the bidder for which the bidder has provided products or services for monetary compensation.

**Electoral Client** means a client which is a government electoral management body (EMB) (i.e. an entity legally responsible for administering government elections)

**Requirement Category** Technical evaluation criteria categories are:

Category	Description
4	An essential requirement in the SOR which must be included in the proposal.
3	A high priority requirement in the SOR
2	A medium priority requirement in the SOR
1	A low priority requirement in the SOR

**SECTION C – EVALUATION**

**TABLE A – MANDATORY TECHNICAL EVALUATION CRITERIA**

#	Mandatory Technical Evaluation Criteria	Scoring Methodology
<b>M1</b>	<p><b>Corporate / Organization</b></p> <p>The bidder must provide a current organization chart showing, if applicable, but not limited to: organizations, corporate bodies, societies, companies, firms, partnerships, parent companies or subsidiaries, whether partly or wholly-owned, as well as directors, officers and key contact employees that are implicated in any way in the bid proposal.</p>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>
<b>M2</b>	<p><b>Corporate &amp; Financial Stability</b></p> <p>The bidder must have an annual gross revenue equal to or greater than \$50 million.</p> <p>Please provide the following information:</p> <ul style="list-style-type: none"> <li>✓ Bidder Name, Corporate Address, and Canadian office locations;</li> <li>✓ Bidder Contact Information (Name, Telephone Number and e-mail Address);</li> <li>✓ Bidder Financial Contact (Name, Telephone Number and e-mail Address);</li> <li>✓ Brief Company History;</li> <li>✓ Bidder financial statements for the three (3) most recent fiscal years.</li> </ul>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>
<b>M3</b>	<p><b>Deployment</b></p> <p>The bidder must have previous experience, at time of bid submission, successfully deploying an E-Poll Solution in at least three (3) government elections. Referenced experience must be for a completed election with a minimum of 100 Polling Places, 1,000 E-Poll Devices and 1 million potential voters that has been carried out in the last five (5) years prior to the closing date of this RFP. The deployments referenced may be for the same election, if they were with different Electoral Clients.</p> <p>The bidder must demonstrate how it meets this requirement by providing the following information:</p> <ul style="list-style-type: none"> <li>✓ Election title and purpose;</li> </ul>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>

#	Mandatory Technical Evaluation Criteria	Scoring Methodology
	<ul style="list-style-type: none"> <li>✓ Description of election;</li> <li>✓ Election type (i.e. Municipal, Federal, Provincial, State, other);</li> <li>✓ Election scale (i.e. geography covered, # Polling Places, # E-Poll devices, # languages);</li> <li>✓ Complete description of services provided</li> <li>✓ Description of deployment timelines and scenario(s);</li> <li>✓ Description of decommissioning timelines and scenario(s) carried out; and</li> <li>✓ Project partners if applicable or clearly indicate “no partners” if that is the case.</li> </ul> <p>Using TEMPLATE A – CLIENT REFERENCE TEMPLATE, the bidder must provide three (3) Election Client references for the demonstrated experience provided.</p>	
<b>M4</b>	<p><b>ISO 27001:2013 Certification</b></p> <p>The bidder’s supplier of hosting services for the Contractor Central Server specified by the bidder in the proposal must hold a valid ISO 27001:2013 certification at the time of bid submission.</p> <p>1) The ISO certification for the supplier above must be issued by a registered certification body listed in the <a href="#">ISO/IEC 20000 Registered Certification Body Listing</a>.</p> <p>Bid submission: The bidder must include a copy of the valid ISO 27001 certification in its proposal.</p>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>
<b>M5</b>	<p><b>Organizational Security Screening</b></p> <p>The bidder must submit a valid Designated Organizational Screening (DOS): Protected B with DSC and PROD capabilities (see below) issued by the Government of Canada, at bid submission. A DOS issued by the Government of Canada allows organizations to screen their personnel to the Reliability Status security level.</p> <p>1) The DOS must include:</p> <ul style="list-style-type: none"> <li>I. Document Safeguarding Capability (DSC). A Document Safeguarding Capability Designated Organization Screening will authorize the organization to possess and store PROTECTED information and assets at their facility; and</li> <li>II. Production Capability (PROD). This type of Designated Organization Screening includes the same elements of a</li> </ul>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>



#	Mandatory Technical Evaluation Criteria	Scoring Methodology
	<p>Document Safeguarding Capability Designated Organization Screening. In addition, the security of the manufacturing, repairing, modifying or otherwise working on PROTECTED components or items is assessed, to ensure they meet the government security requirements, as per the SCP in Appendix E.9 - Security Requirements of the SOW.</p> <p>2) The following personnel must have security clearance in accordance with Annex D - Security Requirement Checklist: key senior officials, the Company Security Officer (CSO) and any owners, officers, directors (of the board), executives and partners who occupy positions which may enable them to adversely affect an organization's policies or practices in the performance of the Contract.</p>	
<b>M6</b>	<p><b>Product Lifecycle Management</b></p> <p>The bidder must have completed at least three (3) projects within the last five (5) years prior to the closing date of this RFP which included Product Lifecycle Management in support of the development of an E-Poll Solution that had been adapted to meet the Electoral Client’s needs, integrating with the Electoral Client’s processes.</p> <p>The bidder must demonstrate how it meets this requirement by providing the following information:</p> <ul style="list-style-type: none"> <li>✓ Project title and nature of project;</li> <li>✓ Description of project;</li> <li>✓ Solution complexity / challenges;</li> <li>✓ Level of effort to customize the E-Poll Solution; and</li> <li>✓ Description of the Product Development Life Cycle implementation plan used.</li> </ul> <p>Using TEMPLATE A – CLIENT REFERENCE TEMPLATE, the bidder must provide three (3) Electoral Client references for the demonstrated experience provided.</p>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>
<b>M7</b>	<p><b>Project Management Experience</b></p> <p>The bidder must demonstrate experience within the last seven (7) years prior to the closing date of this RFP managing projects from the initiation to closing stages that included all of the following:</p>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>

#	Mandatory Technical Evaluation Criteria	Scoring Methodology
	<ul style="list-style-type: none"> <li>✓ Business re-engineering OR transformation;</li> <li>✓ Product development; and</li> <li>✓ Deployment.</li> </ul> <p>The demonstrated experience must be for completed projects that:</p> <ul style="list-style-type: none"> <li>✓ Had a value of at least \$5 million;</li> <li>✓ Was at least 2 years in length;</li> <li>✓ Had at least 3 integrated components (such as hardware, software, central data centers, distributed applications or telecommunications);</li> <li>✓ Included support services for the Client;</li> <li>✓ Included all phases of the Product Development Life Cycle, including maintenance after the deployment; and</li> <li>✓ Had a fixed deadline that could not be changed or postponed;</li> </ul> <p>Using TEMPLATE A – CLIENT REFERENCE TEMPLATE, the bidder must provide two (2) Client references for the demonstrated experience provided. Under Project Description within Template A, the bidder must ensure the following information is provided:</p> <ul style="list-style-type: none"> <li>✓ Description of project objective, scope and complexity;</li> <li>✓ Project management methodology and high-level project plan used;</li> <li>✓ Description of development and deployment timelines and scenario(s);</li> <li>✓ Description of the ITIL service management methods and practices (as described in the SOW) that were applied to support the following, but not limited to: cooperative governance, change management, configuration management, hosting services, application services, helpdesk services, hardware and software deployment, and quality management; and</li> <li>✓ Any partners, if applicable, or clearly indicate “no partners” if that is the case.</li> </ul>	
<b>M8</b>	<p><b>Proposed Plan</b></p> <p>Using TEMPLATE B – PROPOSED PLAN TEMPLATE, the bidder must submit a proposed plan in accordance with ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE of the SOW.</p>	<p><input type="checkbox"/> Met</p> <p><input type="checkbox"/> Not Met</p>
<b>M9</b>	<p>3rd Party Security Assessment and Authorization (SA&amp;A) Compliance Specialist</p> <p>The bidder must provide the service of a 3rd Party SA&amp;A Compliance Specialist per Section 9.05 of the SOW. The various roles and functions associated to the specialist must be described in the bidder’s proposed plan (see M8) and</p>	<p><input type="checkbox"/> Met</p>

#	Mandatory Technical Evaluation Criteria	Scoring Methodology
	<p>must include:</p> <ul style="list-style-type: none"> <li>✓ Facilitating the Contractor’s participation in EC’s SA&amp;A program as a point of contact for all issues relating to security and the SA&amp;A program;</li> <li>✓ Assuring the quality of Contractor security deliverables consistent with EC standards and industry best practices;</li> <li>✓ Collecting and compiling SA&amp;A evidence for submission to EC; and</li> <li>✓ Performing an assessment of the solution’s compliance to the principles and controls defined in ITSG-33 through the EC SA&amp;A program and the Security Control Profile (SCP).</li> </ul> <p>The bidder must submit the 3<sup>rd</sup> party Compliance Specialist’s profile(s) and corporate profile demonstrating experience with projects in which ITSG-33 SA&amp;A services methods and processes were an aspect of the project.</p>	<p><input type="checkbox"/> Not Met</p>

## TABLE B – RATED TECHNICAL EVALUATION CRITERIA

**The Rated Technical Evaluation Criteria are worth 33% of the Technical Evaluation (25% of the overall total in the determination of the highest ranked bidder).**

The Rated Technical Evaluation is complimentary to, and will be completed with, the Rated PoS Evaluation and Rated Proposed Plan Evaluation. The Rated Technical Evaluation evaluates aspects of the bidder’s proposal which cannot practically be demonstrated in the PoS Evaluation. The Rated Technical Evaluation Criteria are divided into three groups: Solution, Services and Security.

For each requirement in Table B1: E-Poll Solution and Table B2: E-Poll Solution Services, the bidder is responsible for indicating:

1. that the requirement will be, or will not be met by the bidder’s proposal;
2. the extent (either none, partially or fully) to which the bidder’s product, or services that currently meet the requirement; and
3. how the bidder proposes to meet the requirement, in bidder explanation.

The bidder explanation must be provided for each of the three tables as follows:

- Table B1: E-Poll Solution: technical explanations of how the bidder’s proposal will meet the requirement. This may include material copied to the evaluation table from technical specifications or the proposal.
- Table B2: E-Poll Solution Services: technical explanations of how the bidder’s proposal will meet the requirement either:
  - through material copied to the evaluation table from technical specifications or the proposal; or
  - an explanation of how the service was delivered for a project reference submitted with the proposal.
- Table B3: E-Poll Solution Security: technical explanations of how the bidder meets the requirement:
  - Evidence of certification (Requirement 235-237); and
  - Client references and explanations (Requirement 238).

The rated evaluation criterion in Tables B1: E-Poll Solution & Tables B2: E-Poll Solution Services will be allocated as follows:

**Total Points per Rated Criterion = (Rated Evaluation Criterion Weight for a requirement indicated by the bidder as included in the bidder’s proposal) added to the (Rated Evaluation Criterion Weight multiplied by the Current Demonstrated Capability Score)**

Where the **Current Demonstrated Capability Score** is awarded based on the extent of demonstration of the Rated Criterion as follows.

Evidence of Current compliance with the Rated Evaluation Criterion	Demonstrated Capability Score
None	0 points
Partial	1 point
Full	2 points

For these requirements in the Rated Technical Evaluation, each criterion will be evaluated as follows:

- None – means that the bidder does not demonstrate the requirement through documentary information at time of bid submission.
- Partial – means that the bidder demonstrates the requirement partially through documentary information at time of bid submission.
- Full – means that the bidder demonstrates the requirement fully through documentary information at time of bid submission.

For example: if an Essential Requirement (Req. Category 4) is fully met, the bidder would receive a Total of 12 points (i.e. Total Points = Rated Weight (4) + (Rated Weight (4)) x Demonstrated Capability Score (2) = 12 Points)

For the requirements in Table B3: E-Poll Solution Security, points will be awarded as described in the requirement, which then be added to the sum of the points awarded for Tables B1: E-Poll Solution & Tables B2: E-Poll Solution Services.

**Total Rated Evaluation Criteria Number of Points** is calculated as the sum of **Total Points per Rated Criterion** for all Rated Criteria in Table B1: E-Poll Solution Tables & Table B2: E-Poll Solution Services, plus the points awarded in Table B3: E-Poll Solution Security.

**TABLE B1: E-POLL SOLUTION**

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R1	The E-Poll Device must, whenever information is shown in both languages at the same time, if the province of the Polling Place address is Quebec, show the French language before the English language, otherwise, show the English language before the French language.	3.	4			
R2	The E-Poll Device must use best practice process wizard techniques to guide EOs through the various voting process scenarios, ensuring that compulsory information is completed before the EO can proceed to the next step.	6.	4			
R3	The E-Poll Device must, after an Elector is Struck, prohibit any changes or reversal to transactions performed pertaining to all Electors prior to the one just Struck.	13.b	4			
R4	The E-Poll Device should not permit EOs to mute the scanning beep of the device used to scan VICs.	15.a	3			
R5	The E-Poll Device should display the current local time based on the Polling Place time zone.	16.	1			
R6	The E-Poll Device Kit must provide a carrying case for each E-Poll Device and all necessary supporting Polling Place E-Poll Solution Components which must enable EOs to securely transport the E-Poll Solution components to and from Polling Places.	19.	4			
R7	The E-Poll Device Kit carrying case must not exceed 40 Litres (2440 cubic inches) and no single dimension exceeding 50 cm (20 inches).	19.a	4			
R8	The E-Poll Device Kit carrying case must provide the necessary protection to ship the package by ground or air without damage under normal handling conditions.	19.b	4			
R9	The E-Poll Device Kit carrying case must have a carrying handle for transporting the unit using only one hand.	19.c	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
<b>R10</b>	The E-Poll Device Kit carrying case may have a sling or strap for carrying on the shoulder.	19.d	2			
<b>R11</b>	The E-Poll Device Kit carrying case for each E-Poll Device with all Polling Place E-Poll Solution components inside, must not exceed 9kg (19.8 pounds).	19.e	4			
<b>R12</b>	The E-Poll Device Kit carrying case may have wheels for easier transportation by an EO.	19.f	2			
<b>R13</b>	The E-Poll Device must be operable from battery for a minimum of 14 hours, with all necessary batteries being included in the carrying case (in this duration, up to two disruptions, each of 5 minutes or less, for replacing batteries, is acceptable).	22.	4			
<b>R14</b>	The E-Poll Device replacement batteries must be rechargeable separate from the E-Poll Device (for recharging while the E-Poll Device is in use with another battery), with any separate recharging station or power cords being included in the carrying case.	22.a	4			
<b>R15</b>	The E-Poll Devices must be simple appliances that are turned on and operate as required with no requirement for on-site, or over-the-wire technical support. (The Contractor is not required to provide physical assistance to any site other than EC, ORO, AARO offices, and the site(s) of the Contractor Central Server(s)).	23.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R16	The Contractor must deliver intuitive, user-centric systems and services that adopt and leverage best practices in solution design, such as but not limited to a system that must: <ul style="list-style-type: none"> <li>a. Ensure consistent and standardized User Interface in the E-Poll Solution.</li> <li>b. Guide the users by providing context sensitive help messages and visual process maps provided by EC, when requested.</li> <li>c. Design an Intuitive User Interface by adhering to best practices in interface design, such as “Make interactive Objects obvious”, “Give Feedback”, “Never have users repeat anything”, “Always have default values in fields and forms”, etc.</li> <li>d. Protect a user from system and human errors, by putting automatic system based fault tolerance features such as putting confirmation steps in user workflows.</li> </ul>	24.	4			
R17	The E-Poll Device should validate user-entered data upon entry at the field level (e.g. data types: dates and numbers, and specific fields with defined structures such as postal codes and telephone numbers must be validated upon entry).	25.	3			
R18	Each E-Poll Solution component's look and feel should follow a standard, theme, and text tone across the component.	26.	2			
R19	Each E-Poll Solution component's look and feel should draw attention to key buttons using position, size, and/or highlight.	27.	2			
R20	Each E-Poll Solution component's look and feel should aid recognition with headers, tooltips, and icons.	28.	2			
R21	Each E-Poll Solution component's look and feel should provide brief user instructions and tips in a consistent manner across all controls and displays.	29.	2			
R22	All E-Poll Solution components should not collect the same information from the user more than once	30.	2			



Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R23	The E-Poll Solution must support customizable colour selection and other visual configuration options to enable EC to brand the interface in accordance with EC standards (e.g. colours reserved by EC as not representing any political party).	31.	4			
R24	The E-Poll Device should provide a frequently asked questions function which is accessible at any time during operation, without losing the context of the current Elector transaction, and which provides topic based navigation.	32.	3			
R25	The E-Poll Solution should provide a visible code on each user screen which, for the purposes of remote support, allows a user seeking assistance to uniquely verify to a remote support person, the function and step they are currently performing.	33.	2			
R26	All E-Poll Device Elector facing functions must be WCAG 2.0 Level AA compliant.	34.	4			
R27	All E-Poll Device non-Elector, i.e. worker facing, functions should be WCAG 2.0 Level AA compliant.	35.	3			
R28	All functions should be WCAG 2.0, Level AAA compliant where applicable.	36.	2			
R29	The E-Poll Solution must provide for EC Configurable text for all Oaths displayed to Electors (wherever in these requirements the requirement for an Oath is identified, EC must provide bilingual variants of the final wording of the Oath text).	37.	4			
R30	The E-Poll Solution should provide for the E-Poll Device, EC Configurable text for all Information Messages, Confirmation Messages, Warning Messages and Barrier Messages displayed to EOs (wherever in these requirements the wording for messages or errors is identified, EC will provide bilingual variants of the final wording of the text).	38.	3			
R31	The E-Poll Solution should provide for EC Configurable labels for all text displayed to EOs.	38.a	1			
R32	The E-Poll Solution should provide EC the ability to manage the list of approved websites accessible to EOs on the E-Poll Devices.	39.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R33	The E-Poll Solution must provide for EC, Configurable functionality when determining if the Elector is at the correct Polling Place, to also determine if the Elector may be served by the E-Poll Device based on the Polling Station specified for the Elector, and the Polling Station(s) served by the E-Poll Device.	40.	4			
R34	The E-Poll Solution should permit Configurable functionality to set the frequency of the updates provided for the Polling Place statement of Electors who have voted (i.e. the level of rounding that occurs on the Electors actual vote time, for example to every thirty minutes or every sixty minutes).	41.	3			
R35	The E-Poll Solution should provide configurable process flow which permits EC to design and alter the Elector process, i.e., to insert or remove EO actions such as the need to collect an Electronic Signature, capture an Oath, or make a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries).	42.	3			
R36	The E-Poll Solution must permit EC, through a simple configuration, to enable or disable the requirement, for Advance Polls only, to require the EO to capture the Elector's Electronic Signature before allowing the EO to Strike the Elector.	43.	4			
R37	The E-Poll Solution should support configurable EC defined checklists through the Contractor Central Server in support of E-Poll Devices as follows: a. Setting up the Service Point b. Hand counting the paper ballots c. Packing up the Service Point d. Daily close of Advance Polls e. Change of EO at Service Point	44.	3			
R38	The E-Poll Device must provide auditable records which show that all EC information loaded to the device for operation was complete and accurate.	46.	4			
R39	The E-Poll Solution must provide audit tools and procedures for both the Contractor Central Server and the E-Poll Devices to enable EC to access audit logs for all E-Poll Solution components.	47.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R40	The E-Poll Solution must preserve all information, never overwriting or otherwise deleting any information during operation (each operation to be logged, each alteration of data to preserve the record as it appeared before alteration) ensuring that each data transaction can be reversed, and that the record of the information initially provided to the Polling Place, and all alterations and additions constitute the final record.	48.	4			
R41	The E-Poll Solution must provide a Warning Message when allocated audit record storage volume reaches 75%, 85% and 95% of repository maximum audit record storage capacity.	48.a	4			
R42	The E-Poll Solution must provide a Barrier Message when allocated audit record storage volume reaches 100% of repository maximum audit record storage capacity which prevents further operation.	48.b	4			
R43	The E-Poll Device must, for every instance of a Warning Message where the EO chooses to continue the operation, record in the audit logs all the information pertinent to the operation and all EO identities in effect at the time (minimum two EOs, and potentially a Supervising EO as well).	49.	4			
R44	The E-Poll Device must whenever two (or more) EOs are prompted to provide login credentials, prompt the user, in both Official Languages, that the first user providing credentials is the operator of the E-Poll Device, and the second credentials provided are another verifying or supervising EO. Configurable wording shall be provided by EC.	52.	4			
R45	The E-Poll Solution must log all exchange of data and must make these logs available to EC. This includes any exchange of data: <ul style="list-style-type: none"> <li>a. between the EC's data centre and the Contractor Central Server</li> <li>b. Between the Contractor Central Server and the Contractor's Polling Place E-Poll Devices</li> <li>c. Any other bulk exchanges of data which are performed as part of the E-Poll Solution operation (for example, at RO offices).</li> </ul>	53.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R46	The E-Poll Solution must demonstrate with a high level of assurance that the audit log entries can be relied upon to provide a true record of events at the Service Point and for the entire Polling Place.	55.	4			
R47	The E-Poll Device should, when entering the VIC barcode manually, pre-populate the first 5 digits of the barcode based on the ED of the Elector.	61.	1			
R48	The E-Poll Device must, when any search matches more than one record for an Elector (same Elector Identifier), and any record for that Elector is recorded with any voted status, display only the voted record.	67.	4			
R49	The E-Poll Device must, for Advance Polls only, require the EO to capture the Elector's Electronic Signature before allowing the EO to Strike the Elector (subject to an EC configuration to enable this option).	70.a	4			
R50	The E-Poll Device should, when any search matches more than one record, allow the EO to re-sort displayed matching records by any field in the displayed List of Electors.	75.	1			
R51	The E-Poll Device should provide the ability to filter any search result to either all Electors or only "Not Voted" status Electors.	76.	1			
R52	The E-Poll Device should provide the ability to filter any search result to either all Elector records or only the "Active" record for each Elector.	78.	2			
R53	The E-Poll Device should provide the ability to locate Elector records when List of Elector record fields match any portion of the search criteria entered.	81.b	1			
R54	The E-Poll Device should provide the ability to locate Elector records using variations of names (e.g. Bob, Bobby, Robert, Rob), and spellings (e.g. Tammy, Tami) when a variant is entered as search criteria.	82.	1			
R55	The E-Poll Device should provide the ability to locate Elector records when List of Elector name fields (i.e. first and last) are reversed.	83.	1			
R56	The E-Poll Device should be able to contain the list of electors for every ED within a province.	84.c	3			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R57	The E-Poll Device should be able to contain the list of electors for every ED within Canada.	84.d	3			
R58	The E-Poll Device should, when entering search criteria for an Elector record, begin returning matching results after a minimum of 3 characters are entered within a searchable field for last name, given names, or street name.	85.	1			
R59	The E-Poll Device should provide name suggestions based on matching names on the List of Electors when the EO enters characters in searchable fields (last name, given names, street name).	86.	1			
R60	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data (name and address) to populate the search criteria for an Elector search.	87.	1			
R61	The E-Poll Device should, if an EO attempts to allow an Elector to attest for themselves, issue a Barrier Message to the effect that Electors cannot attest for themselves.	89.d	3			
R62	The E-Poll Device must, whenever a Registration is completed (i.e. before striking and issuing a ballot to a new registered Elector), if no date of birth is provided, issue a Warning Message to the effect that if no date of birth is provided, the Elector must not be added to the National Register Of Electors and must have to register again for future Elections.	91.	4			
R63	The E-Poll Device must, whenever a Registration is performed in a By-Election, display a Warning Message to the effect that the Elector must have been resident in the ED at the start of revision, (showing the EC provided start of revision date).	92.	4			
R64	The E-Poll Device must, whenever a Registration is performed in a By-Election, additionally require the following information be entered as part of the Registration: a. Confirmation that the Elector has been resident in the ED since the start of revision.	93.	3			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
<b>R65</b>	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data to populate Elector information (name and address) when registering an Elector.	107.	1			
<b>R66</b>	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data to populate Elector information (name and address) when correcting an Elector record.	113.	1			
<b>R67</b>	The E-Poll Device must provide the ability for an EO to search the national Poll Key using a residential address to determine an Elector's ED, PD and Polling Place.	115.	4			
<b>R68</b>	The E-Poll Device should provide the ability for an EO to search for an address in the poll key (only supporting the civic address type specified in ANNEX A – APPENDIX E.1 – EC Address Type Definitions).	115.a	3			
<b>R69</b>	The E-Poll Device must, when searching for an Elector, and only an address is entered, and the address is found in the Poll Key database for a different Polling Place, display a Barrier Message to the effect that Electors for that address must either have a Transfer Certificate or they must vote at a different Polling Place, and display the ED, Polling Place name and address associated with the address search criteria.	116.	4			
<b>R70</b>	The E-Poll Device should, when an Elector is found to be in the wrong Polling Place, provide the ability to display a map of the location of the correct Polling Place.	117.	1			
<b>R71</b>	The E-Poll Device should, when an Elector is found to be in the wrong Polling Place, provide the ability to display written directions to the correct Polling Place.	118.	1			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R72	The E-Poll Device must, for Electors voting with a Transfer Certificate, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), that an Elector has been allowed to vote (Strike an Elector) – (i.e., not added to the list per se, because they already appear properly on the list at another Polling Place, but recorded in the Poll Book as having voted at the current Polling Place).	120.	4			
R73	The E-Poll Device must, whenever an EO attempts to register an Elector, or perform a change of address for an Elector on the list, if the E-Poll Device determines (based on their residential address and national Poll Key) that the Elector’s ED does not match the ED of the Polling Place, provide a Barrier Message to the EO (that the Elector is not eligible to vote at this Polling Place).	123.	4			
R74	The E-Poll Device must record the Strike (issue of ballot) and voted (return of ballot) information for Electors separately from the voted status information provided as part of the EC list to the Polling Place so that both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status) are reportable from the device.	135.	4			
R75	The E-Poll Device should provide a function for a supervising EO to enter an EO name, work start time and work end time to aid ROs in identifying which EOs actually worked at polls, where and when versus what was scheduled.	146.	1			
R76	The E-Poll Device should provide a "Mobile Poll" function that will place the device in a "poll in transit" state, disabling all device functions (for use by Mobile Polls to track non-operational time and new location).	149.	1			
R77	The E-Poll Device should provide a "resume poll" function from the "poll in transit" state to re-activate operation of the polling device by entering two EO names and corresponding correct passwords from the database of EO credentials, returning the device to the "open poll" state, and prompting the EO to select a new location for the Mobile Poll (for use by Mobile Polls to track location).	149.a	1			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R78	The E-Poll Device should, during the operation of the poll, provide a function to measure total service wait time by providing a token to an Elector when they arrive at the Polling Place which is scanned again at the Service Point when they arrive for service (the token must not be associated to the elector carrying it).	153.	1			
R79	The E-Poll Device should enable the RO office to send one or more messages to some or all Polling Places, which will pop-up on the screen of each E-Poll Device at the Polling Place.	154.	1			
R80	The E-Poll Device should provide a report for EOs to review previously received messages from the RO office.	155.	1			
R81	The E-Poll Solution should enable an EO to send one or more messages to the Contractor Central Server which will be viewable by ROs when displaying the device status from the Contractor Central Server.	156.	1			
R82	The E-Poll Device must provide a function accessible by EOs upon completion of the count which exports to a USB drive, or comparable device, for inclusion in the poll bag: <ul style="list-style-type: none"> <li>a. the identity of the E-Poll Device,</li> <li>b. the identity of each EO that has been authorized by the E-Poll Device, and</li> <li>c. a complete encrypted copy of all device specific data captured on the E-Poll Device (including data from other E-Poll Devices which has been synchronized to the current device.)</li> </ul> Note that the information captured on the E-Poll Devices from other Service Points is required.	157.	4			
R83	The E-Poll Device must provide a software utility which can be used to decrypt the records on a USB device created under requirement 157 to present the complete record of Service Point and Polling Place activities for review as directed by the Chief Electoral Officer.	157.a	4			



Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R84	The E-Poll Device must, after the hand count of the ballots for the Polling Place, at the direction of a supervising EO, execute an algorithm provided by EC which allocates to PDs, ballots counted for candidates, but with no PD specified, and display the result (see: ANNEX A – APPENDIX C.3 – Counting Process Conceptual Solution).	168.a	4			
R85	The E-Poll Device must provide a function to re-select the Polling Place (by name and address) by entering two EO credentials and corresponding passwords from the database of EO credentials.	177.	4			
R86	The E-Poll Solution must permit an E-Poll Device which has been used at an Advance Polling Place, to receive all necessary updates to enable the reuse of the device at an Ordinary Polling Place without having to return the E-Poll Device to the RO office.	191.	4			
R87	The Contractor must recoup all Contractor provided equipment from RO and AARO offices to the Contractor's inventory for EC.	196.	4			
R88	The Contractor must confirm to EC, all equipment returned and not returned to the Contractor's inventory for EC.	197.	4			
R89	The E-Poll Device must permit an individual EO (one EO's credentials have been provided) to access a (public or private) wireless network, and securely synchronize with the Contractor Central Server.	205.	4			
R90	The E-Poll Device must support exactly one role on E-Poll Devices: EO. Note that where a supervising EO is required, this is simply the credentials of a third EO.	206.	4			
R91	The E-Poll Solution must support defining named user accounts and credentials for the purpose of authenticating EOs for use of E-Poll devices.	207.	4			
R92	The Contractor's solution must permit an EO to authenticate to any E-Poll device within their assigned ED.	208.	4			
R93	An E-Poll Device must enable two EOs to be able to reset the password for a third.	209.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R94	The E-Poll Device must provide a function to make last minute additions and changes to valid user credentials on each E-Poll device up to and including Election Day.	210.	4			
R95	The E-Poll Solution must provide administrative roles and user accounts for ECHQ users accessing the Contractor Central Server to configure the E-Poll Solution.	211.	4			
R96	The E-Poll Solution must provide roles and user accounts for ECHQ users accessing the Contractor Central Server to monitor the Electoral Event and access business intelligence functions at a national level.	212.	4			
R97	The E-Poll Solution must provide roles and user accounts for RO users accessing the Contractor Central Server to monitor the Electoral Event and access business intelligence functions for their ED.	213.	4			
R98	The E-Poll Solution should provide an administrative access to EC which will enable EC to define and configure necessary access by ROs and their staff to the monitoring functions provided by the Contractor Central Server.	214.	2			
R99	The E-Poll Solution should provide the ability to produce customizable reports from operational measures (facts) such as: <ul style="list-style-type: none"> <li>a. The number of device transactions, including searches.</li> <li>b. The number of non-validated addresses captured by Registration.</li> <li>c. The number of devices operational at the opening of polls and timing profile for late opening devices.</li> <li>d. The number of devices closing on time and timing profile for late closing devices.</li> <li>e. The number, timing and duration of device suspensions during polling hours.</li> </ul> The average time to conduct opening and closing checklists and counting activities.	215.	2			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
<b>R100</b>	The E-Poll Solution should provide the ability to group, subtotal and order customizable reports by operational business entities (dimensions) such as: a. Service transaction type (happy path, Registration, correction etc.) b. E-Poll Device c. EO d. Date time e. Polling Place f. Polling Place type (advance vs ordinary) g. ED h. PD i. Province	216.	2			
<b>R101</b>	All hardware, software, and firmware components of the E-Poll Solution must be legitimate, official, licensed, and of production-grade.	217.	4			
<b>R102</b>	The Contractor must, for the Term of the Contract, provide hosting services for the Contractor Central Server provided by a service provider holding a valid ISO 27001:2013 certification, and such ISO certification must be issued by a reputable certification body (such as a certification body employing CASCO standards).	223.a	4			
<b>R103</b>	The Contractor must provide all Contractor Central Server Software (i.e. the Contractor E-Poll Solution software, and all supporting software required to meet the requirements of this SOW such as: operating system, RDBMS (Relation Database Management System) software, drivers, backup and recovery etc.)	224.	4			
<b>R104</b>	Where the E-Poll Solution requires the use of secured USB keys, SD cards or other electronic storage devices, the Contractor must supply them.	225.	4			
<b>R105</b>	The Contractor must provide all E-Poll PP Kits (i.e. the E-Poll Solution Polling Place supporting physical accessories required to meet the requirements of this SOW which are not part of the E-Poll Device Kit, for example LAN components).	228.a	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R106	The Contractor must provide all E-Poll RO Kits (i.e. the Contractor RO Office supporting physical accessories required to meet the requirements of this SOW which are not part of the E-Poll Device Kit, for example LAN/WAN components).	228.b	4			
R107	The Contractor must provide all E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits in the quantities specified per " <b>Section 38.07 Integration and Testing</b> " of the SOW to support EC testing.	228.c	4			
R108	The Contractor must ensure that, for each Electoral Event, every component part of each of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits are of sufficiently comparable version that the physical and functional forms (look, feel, training, usability, etc.) are identical from a user perspective.	228.d	4			
R109	The Contractor must ensure that, for each Electoral Event, the software image for every component part of each of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits are identical, including the operating system patched to the same version, component COTS products patched to the same version, and the Contractor's software components at the EC UAT approved Event Ready version for that Electoral Event.	228.e	4			
R110	The delivery of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits to ORO and AARO offices must be completed within 96 hours of Notification to ship.	230.a	4			
R111	The Contractor must provide all hardware (server) infrastructure required, if any as proposed by the Contractor, located at the ORO, to support: <ul style="list-style-type: none"> <li>a. configuring the devices for use at ORO</li> <li>b. managing downloaded updates from the Contractor Central Server</li> <li>c. managing upload of all information collected during operation of the E-Poll Devices to the Contractor Central Server</li> <li>d. decommissioning the devices at the ORO</li> <li>e. managing the inventory of devices (assignment to EOs and return to RO)</li> <li>f. EO training on E-Poll Devices</li> </ul>	233.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R112	The E-Poll Solution must support information exchange from EC's data centre information systems to the Contractor Central Server as defined in ANNEX A - APPENDIX E.6 - Data Integration - Data Dictionaries, ANNEX A - APPENDIX E.7 - Data Integration - Web Services and ANNEX A - APPENDIX E.8 Data integration - Validation Rules.	234.	4			
R113	The E-Poll Solution must support bulk load of credentials for all EOs within the ED at the ORO/AARO office to all E-Poll Devices prior to deployment (E-Poll Device credentials for EOs will be captured at the time of training).	235.	4			
R114	The E-Poll Solution must, during Service Point polling operation, automatically upload information from the Contractor Central Server to the EC data centre as soon as it is received as described in ANNEX A - APPENDIX E.6 - Data Integration - Data Dictionaries, ANNEX A - APPENDIX E.7 - Data Integration - Web Services, and ANNEX A - APPENDIX E.8 Data integration - Validation Rules.	236.	4			
R115	The E-Poll Solution must, during Service Point polling operation, automatically download EC data updates from the EC data centre to the Contractor Central Server as soon as it is available as described in ANNEX A - APPENDIX E.6 - Data Integration - Data Dictionaries, ANNEX A - APPENDIX E.7 - Data Integration - Web Services, and ANNEX A - APPENDIX E.8 Data integration - Validation Rules.	237.	4			
R116	The E-Poll Solution must support automatic upload and download of information between the E-Poll Devices, the Contractor Central Server, and the EC data centre, in as close to real-time as possible.	238.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R117	The E-Poll Solution must, when communicating information between the Contractor Central Server and EC, operate all operations at an ED level, neither assuming that data for any ED other than the one for the current transaction exists or does not exist. (The E-Poll Solution must support General Elections and referendums where data will be present for all EDs, and By-Election events for a small group of EDs which may overlap with a different By-Election event supporting a different small set of EDs on a different Electoral Event Calendar). Data will be provided on an ED by ED basis.	239.	4			
R118	The E-Poll Solution must provide procedures and infrastructure to perform bulk load of information to E-Poll Devices in the RO office prior to deployment to the Polling Place.	240.	4			
R119	The E-Poll Solution must, whenever receiving List of Elector information through the API from EC as described in ANNEX A - APPENDIX E.6 - Data Integration - Data Dictionaries, ANNEX A - APPENDIX E.7 - Data Integration - Web Services, and ANNEX A - APPENDIX E.8 Data integration - Validation Rules, ensure that information flagged for update by EC is updated on each applicable E-Poll Device (devices within the affected ED) as soon as connectivity permits, unless the record has been Marked as Voted at the Service Point.	241.	4			
R120	The E-Poll Solution must, whenever receiving List of Elector information through the API from EC as described in ANNEX A - APPENDIX E.6 - Data Integration - Data Dictionaries, ANNEX A - APPENDIX E.7 - Data Integration - Web Services, and ANNEX A - APPENDIX E.8 Data integration - Validation Rules, ensure that information flagged for deletion by EC is deleted from each applicable E-Poll Device (devices within the affected ED) as soon as connectivity permits unless the record has been Marked as Voted at the Service Point.	242.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/Partial/Full)	Bidder Explanation
R121	The E-Poll Solution must (be resilient and) support multiple list records provided by EC for the same Elector (same Elector Identifier) with any number of "Active" and/or "Inactive" records without error to the EO. (In the event that there is more than one "Active" record for an Elector, wherever these requirements assume a single record, the record that is meant is the latest "Active" record received from EC. Should this occur, it is acceptable for the Contractor to update any previously received "Active" record for the same Elector Identifier to "Inactive").	244.	4			
R122	The E-Poll Solution must, whenever multiple records for an Elector (same Elector Identifier) are received from EC, and the E-Poll Device sets the status of any of the records to "Voted", treat all records on the list for that Elector Identifier as "Voted" (to prevent multiple voting using different available records).	245.	4			
R123	The E-Poll Solution design must ensure that content and format of all data being exchanged between the Contractor and EC follows an established standard and open data format that allows for verification of content and structure at source and destination.	246.	4			
R124	The E-Poll Solution must maintain EC primary keys required to build internal interface processes and retain data integrity. This applies to data originally supplied by EC as well as data collected and/or processed by the E-Poll Solution.	247.	4			
R125	The network connection between the EC data centre and the Contractor Central Server must provide dedicated and diverse path MPLS facility connectivity (i.e. dual MPLS paths) that supports OSPF routing protocol for the MPLS IGP.	249.	4			
R126	The network connection between the EC data centre and the Contractor Central Server must work with EC's end-points and comply with EC's standards (currently a pair of 3810-A EC customer edge device (Fortinet) configured in High Availability mode).	250.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
<b>R127</b>	The network connection between the EC data centre and the Contractor Central Server must handle failover scenarios such as, but not limited to, network failures, service host shutdown, and service not responding.	252.	4			
<b>R128</b>	The E-Poll Device must support communication of information with the Contractor Central Server, when connectivity permits, as identified in the technical requirements, in a manner that does not perceptibly degrade performance for EOs using the device.	253.	4			
<b>R129</b>	The E-Poll Device should automatically send status information, as soon as internet connectivity permits, to the Contractor Central Server which will be accessible to ROs, to be displayed beside the device states such as: low quantity of remaining ballots, low battery.	258.	1			
<b>R130</b>	The E-Poll Solution must automatically and securely apply EC provided incremental data changes to the E-Poll Devices after they are deployed to the Polling Places as quickly as possible (near real-time) over public or private internet connections, when connectivity permits.	259.	4			
<b>R131</b>	The E-Poll Solution should, when connectivity permits, as close to real-time as possible, automatically download all advance Poll strikes within the ED to all advance E-Poll Devices during, and after the close of, each of the four days of Advance Polls.	260.d	4			
<b>R132</b>	The E-Poll Solution must support automatic upload of other poll book entries such as transfer certificate usage and incident reports at the polls from all E-Poll Devices to the Contractor Central Server as internet connectivity permits, prioritizing these lower than transfers in 259, 260, 260.a to 260.e, if necessary.	260.f	4			



Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R133	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of any Polling Day, as close to real-time as possible or as soon as connectivity permits, automatically upload all Polling Place operational data and logs from other E-Poll Devices (which is redundantly available on the E-Poll Device) to the Contractor Central Server if the data from those other devices has not already been received by the CCS.	260.g	4			
R134	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of each Advance Polling Day, as an alternative to network upload, provide a function for an EO to export the ED, PD and Elector Sequence Number of electors who have voted at the Advance Poll to a portable storage device which can be carried to the RO office and uploaded to the Contractor Central Server if the data from those other devices has not already been received by the CCS.	260.h	4			
R135	The E-Poll Device must, after the device is placed into a closed state at the end of any Polling Day, upon successful completion of upload of all Service Point operational data and logs from the device to the Contractor Central Server, and having obtained from the Contractor Central Server the unique confirmation code identified in requirement 261, provide a clear visual indication to any authorized user accessing the device (and displaying the unique confirmation code), that the information from the device has been captured by the Contractor Central Server and may be decommissioned.	261.b	4			
R136	The E-Poll Device must, when uploading information to the Contractor Central Server, if all of the device information has already been uploaded by another peer device, nevertheless upload its own data and obtain a unique confirmation code identified in requirement 261 for the current device.	261.c	4			
R137	The E-Poll Device should communicate List of Elector record locking and completed voter transactions between devices within the Polling Place within 10s.	265.a	2			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver (Y/N)	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
<b>R138</b>	Authorized users must have access to the E-Poll Solution functionality and its data at all times when they are required to do so.	273.	4			
<b>R139</b>	The E-Poll Solution must provide EC with the ability to archive, restore and access all information in the Contractor Central Server, without dependency on the Contractor.	278.	4			
<b>R140</b>	The E-Poll Solution must support concurrent and overlapping By-Election Electoral Events occurring in different EDs with different Electoral Event Calendars (one Electoral Event at a time per ED).	281.	4			
<b>R141</b>	The Contractor must provide EC with read-only access to all data in the Contractor Central Server. This access is required as long as there is any EC data in the Contractor Central Server.	282.	4			
<b>R142</b>	The E-Poll Solution must, for the duration of the archive period (10 years after the Electoral Event) be able to concurrently provide access to all past E-Poll Solution Electoral Event data for each Electoral Event in which the E-Poll Solution was used.	284.b	4			
<b>R143</b>	The E-Poll Device must ensure automatic and verified backup of all data, at all times to at least one of: a. the Contractor Central Server, or b. another E-Poll Device at the Polling Place, or c. an external backup device co-located at the Polling Place.	289.a	4			
<b>R144</b>	The E-Poll Device must protect all EC data and logs generated or updated in the Polling Place from any loss.	289.b	4			
<b>R145</b>	The Contractor must provide detailed technical documentation, i.e. a data dictionary, that provides: a. Definitions of data entities and relationships between these entities as stored within the Contractor Central Server and on E-Poll Devices. b. Data access methods and procedures to view the data content stored within the Contractor Central Server and on E-Poll Devices.	297.	4			

<b>Criterion #</b>	<b>Rated Evaluation Criteria</b>	<b>SOR ID #</b>	<b>Req. Category</b>	<b>Bidder Will Deliver (Y/N)</b>	<b>Current Product Capability (None/Partial/Full)</b>	<b>Bidder Explanation</b>
<b>R146</b>	The E-Poll Device should accept any values for EO credentials to access the training mode.	303.	1			
<b>R147</b>	The E-Poll Device should support activation of training mode at any time, including during polling operation.	306.	2			
<b>R148</b>	The E-Poll Device should, in the operational mode and training mode, provide the ability for EOs to toggle on and off pop-up guidance.	309.	1			
<b>R149</b>	The E-Poll Device should provide the ability to select from a menu and play topic based EC training videos.	310.	2			
<b>R150</b>	The E-Poll Device should provide the ability to select from a menu and access locally stored training manuals and other assistive products.	311.	3			
<b>R151</b>	The E-Poll Solution must support up to 30 concurrent E-Poll Devices performing poll operation functions at each Polling Place.	331.	4			
<b>R152</b>	The E-Poll Solution must support a minimum rate of processing of two complete, from beginning to the end, voter transactions per minute per E-Poll Device per Polling Place (i.e. a throughput of 60 Electors per minute or one Elector per second in a Polling Place with 30 Service Points).	332.	4			
<b>R153</b>	The network connection between the EC data centre and the Contractor Central Server must have a rate of packet loss of 0.04% or less.	335.	4			
<b>R154</b>	The network connection between the EC data centre and the Contractor Central Server must provide transmission delay on the MPLS circuit (i.e. latency) of 20 milliseconds or less on all received valid packets.	336.	4			
<b>R155</b>	The network connection between the EC data centre and the Contractor Central Server must provide failover time of less than 50 milliseconds to restore MPLS service.	337.	4			
<b>R156</b>	The E-Poll Device must prevent EOs from browsing the Internet or accessing any other device from the E-Poll Device except as expressly intended in these requirements or elsewhere in the SOW.	348.	4			

<b>Criterion #</b>	<b>Rated Evaluation Criteria</b>	<b>SOR ID #</b>	<b>Req. Category</b>	<b>Bidder Will Deliver (Y/N)</b>	<b>Current Product Capability (None/Partial/Full)</b>	<b>Bidder Explanation</b>
<b>R157</b>	The E-Poll Device must allow EOs to access pre-approved websites when there is network connectivity.	348.a	4			
<b>R158</b>	The E-Poll Solution must provide a Barrier Message which prevents any EC data from being loaded to a Contractor's product for another Contractor customer, or any other Contractor product, which was not authorized by EC to accept EC data load.	352.	4			
<b>R159</b>	The E-Poll Solution must provide a Barrier Message which prevents any non-EC provided data from being loaded to a Contractor's product which is authorized by EC to accept EC data load.	353.	4			

**TABLE B2: E-POLL SOLUTION SERVICES**

<b>Criterion #</b>	<b>Rated Evaluation Criteria</b>	<b>SOR ID #</b>	<b>Req. Category</b>	<b>Bidder Will Deliver</b>	<b>Current Product Capability (None/Partial/Full)</b>	<b>Bidder Explanation</b>
<b>R160</b>	The E-Poll Device must be operable by an EO following a maximum of two hours of training.	7.	4			
<b>R161</b>	The E-Poll Solution must provide a data loading plan for ROs which will allow ACs in the RO office to successfully commission (load all data set out in ANNEX A - APPENDIX I.1 - Data Integration - Data Dictionaries) in preparation for deployment of up to 60 E-Poll Devices to Advance Polls, - within the Electoral Event Calendar constraint times described in ANNEX A - APPENDIX I – The	180.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	Electoral Event Calendar - Key Dates and E-Poll Solution Activities, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for charging the devices, -requiring staff to unpack and handle no more than 30 devices at one time, and -with the use of not more than 2 ACs for a 12 hours period. [For example, to load 60 devices in 12 hours (1 calendar day) in 3 groups of 20 E-Poll Devices would require processing time (unpacked, loaded, charged and re-packaged) of 4 hours or less for each group].					
<b>R162</b>	The E-Poll Solution must provide a data loading plan and poll preparation plan for ROs which will allow ACs in the RO office to successfully commission (load all data set out in ANNEX A - APPENDIX I.1 - Data Integration - Data Dictionaries) in preparation for deployment of up to 240 E-Poll Devices at Ordinary Polls, -within the Electoral Event Calendar constraint times described in ANNEX A - APPENDIX I – The Electoral Event Calendar - Key Dates and E Poll Solution Activities, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for charging the devices, -requiring staff to unpack and handle no more than 30 devices at one time, -with the use of not more than 2 ACs for two 12 hour periods. [For example, to load 240 devices in 24 hours (2 calendar days) in 8 groups of 30 E-Poll Devices would require processing time (unpacked, loaded, charged and re-packaged) of 4 hours or less for each group of 30].	181.	4			
<b>R163</b>	The E-Poll Solution must provide a method which will deploy all information from the Contractor Central Server required to operate the E-Poll Devices at the polls in compliance with these requirements, from the Contractor Central Server to the E-Poll Devices to be implemented by ACs in the ORO in accordance with requirements 180 and 181.	182.	4			
<b>R164</b>	The E-Poll Solution must provide capability for the AC to complete the initial	182.a	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	download of data using the EC supplied internet at the ORO only one time for each of requirements 180 and 181, with alternate methods of replicating this data onto the remaining E-Poll Devices using the E-Poll Solution LAN or other medium, and not the ORO LAN or WAN.					
<b>R165</b>	<p>The E-Poll Solution must provide an E-Poll Device recommissioning plan for ROs which, after Advance Polling, will allow ACs in the RO office to successfully upload all data on each Advance Poll E-Poll Device to the Contractor Central Server, confirm the upload, and prepare the devices for receiving the Ordinary Poll data load</p> <ul style="list-style-type: none"> <li>-within one 12 hour work period,</li> <li>-within a workspace of 18 square meters (190 sq. ft.),</li> <li>-requiring no more than 4 electrical outlets, for using the un-charged devices,</li> <li>-requiring staff to unpack and handle no more than 30 devices at one time, and</li> <li>-with the use of not more than 2 ACs.</li> </ul> <p>[For example, to recommission 60 devices in 12 hours (1 calendar day), would require that 4 groups of 15 E-Poll Devices could be processed (unpacked, offloaded, recommissioned and re-packaged) within 4 hours for each group]</p>	183.	4			
<b>R166</b>	<p>The E-Poll Solution must provide an E-Poll Device decommissioning plan for ROs which, after Polling Day, will allow ACs in the RO office to successfully upload all data on each Ordinary Poll E-Poll Device to the Contractor Central Server, confirm the upload, remove all EC data, and prepare the device for return to EC for 240 E-Poll Devices,</p> <ul style="list-style-type: none"> <li>-within five 8 hour business days,</li> <li>-within a workspace of 18 square meters (190 sq. ft.),</li> <li>-not requiring handling more than 30 devices at one time, and</li> <li>-not requiring more than 2 ACs.</li> </ul> <p>[For example, to decommission 240 devices in five business days (40 hours) in 20 groups of 12 E-Poll Devices would require processing (unpacked,</p>	184.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	offloaded, decommissioned and re-packaged) in 2 hours or less for each group]					
<b>R167</b>	The Contractor must receive the devices from the hardware manufacturer directly, and configure the devices to include all Contractor supplied software, and meeting all EC configuration, security and other requirements.	192.	4			
<b>R168</b>	The Contractor must ship devices to one or more designated EC approved storage areas in Canada to arrive ready for RO and AARO office deployment in accordance with ANNEX G – Electoral Event DEPLOYMENT SCHEDULE.	193.	4			
<b>R169</b>	At the call of the Event, the Contractor must ship the E-Poll Devices in requisite quantities to each of the RO and AARO offices from which they will be deployed.	194.	4			
<b>R170</b>	At all times when components of the E-Poll Solution are in transit, they must be secured as per ANNEX A - APPENDIX E.9 – SECURITY CONTROL PROFILE (SCP).	195.	4			
<b>R171</b>	After each GE, when EC indicates to the Contractor that the GE result is a minority government, the Contractor must preserve the equipment available for EC's use and must start preparations to verify E-Poll Device readiness and await orders for repackaging.	198.	4			
<b>R172</b>	After each GE, when EC indicates to the Contractor that the GE result is a majority government, the Contractor must purge the data from the E-Poll Devices as in Requirement 354, reducing the inventory level for EC at By-Election levels.	199.	4			
<b>R173</b>	The Contractor must manage procurement, implementation and maintenance of all hardware, software, and licenses for all tiers of the E-Poll Solution.	218.	4			
<b>R174</b>	The Contractor must provide EC with all necessary infrastructure, tools, licenses, procedures and reports necessary to conduct all forms of testing identified in this SOW as and when required under the Contract scheduled deliverables, for Acceptance Testing and when requested by a Task Request.	219.	4			
<b>R175</b>	The Contractor Operators Manual for the E-Poll Solution must describe the Contractor's policies and procedures for:	220.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	a. installation of all E-Poll Solution components; b. maintenance and upgrade of all E-Poll Solution components; c. operation of all E-Poll Solution components; d. decommissioning and archive of all E-Poll Solution components; e. restoration from archive of all components necessary to support reporting and audit from the Contractor Central Server solution components; f. audit of all E-Poll Solution components; and g. secure operation of all E-Poll Solution components.					
<b>R176</b>	The Contractor Training and supporting materials for the E-Poll Solution must describe the Contractor's policies and procedures for: a. installation of all E-Poll Solution components; b. maintenance and upgrade of all E-Poll Solution components; c. operation of all E-Poll Solution components; d. decommissioning and archive of all E-Poll Solution components; e. restoration from archive of all components necessary to support reporting and audit from the Contractor Central Server solution components; f. audit of all E-Poll Solution components; and g. secure operation of all E-Poll Solution components.	221.	4			
<b>R177</b>	The Contractor must provide the products, services and deliverables identified in APPENDIX K – CONTRACT DELIVERABLE SCHEDULE, in accordance with this SOW.	222.				
<b>R178</b>	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at the Contractor Central Server hosting site to support communication between the Contractor Central Server and EC Data Centre.	223.	4			
<b>R179</b>	The Contractor must provide all E-Poll software (i.e. the Contractor's E-Poll Solution software, and all supporting software required to meet the requirements of this SOW such as: operating system, RDBMS software, drivers, backup and recovery etc.)	229.	4			



Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R180	The E-Poll Solution must automatically and securely upload all data and log files captured on E-Poll Devices to the Contractor Central Server, over public or private internet connections, after they are deployed to the Polling Places, as quickly as possible (near real-time) when connectivity permits.	260.	4			
R181	Planned maintenance must occur between midnight Friday and 6:00a.m Monday, Eastern Standard Time, outside of the Electoral Event Calendar.	267.	4			
R182	The Contractor must identify, to EC, any scale or licensing limitations that may take effect during any stage of the Contract or while meeting scalability and performance requirements.	270.	4			
R183	The network connection between the EC data centre and the Contractor Central Server must provide a connection capacity of 1GBit/Sec or more.	271.	4			
R184	The Contractor must provide clear and reliable technology contingency solutions to ensure business continuity using technology at the Polling Places. (Contingency Planning, as per the SCP, must cover the Contractor’s E-Poll Devices, the Contractor Central Server infrastructure, RO office infrastructure, and communication among them. This should be reflected in the Security Incident Response plan, as an availability emergency).	272.	4			
R185	The E-Poll Solution must throughout the Electoral Event beginning at the issue of the Writs and ending 30 calendar days after Election Day, provide 99.999% availability for the Contractor Central Server (i.e. total downtime during the Election is not to exceed 50 minutes).	274.	4			
R186	The E-Poll Solution must, outside the Electoral Event provide 99.9% availability for the Contractor Central Server during business hours.	275.	4			
R187	The E-Poll Device must provide a mean time between failure (MTBF) that meets or exceeds 10,000 hours (this means that when operating 60,000 units, each for 14 hours, there should be an average of 84 failed units, or less).	276.	4			
R188	The E-Poll Solution must, after the first Electoral Event deployment after contract award, be able to support a By-Election with up to 1500 E-Poll Devices	277.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	in up to 10 EDs within ten calendar days of notice.					
<b>R189</b>	The E-Poll Solution must provide the necessary services and infrastructure, including software licenses, to enable secure access to all archived and operational information for ten years after the later of the completion of the last Electoral Event in which the E-Poll Solution is used, or the end of the Contract.	279.	4			
<b>R190</b>	The E-Poll Solution must ensure that following the completion of an Electoral Event for an ED, support for a subsequent Electoral Event in the ED is available within 60 calendar days of day 0 of the previous Electoral Event for that ED.	280.	4			
<b>R191</b>	The Contractor must establish the following recovery procedures: a. backup; b. disaster recovery, including whole facility failure scenarios; c. data protection; d. data retention and disposal, and e. archiving – online, near line and off line, (collectively the “recovery procedures”).	283.	4			
<b>R192</b>	The E-Poll Solution must ensure that if information is archived, the information can be restored for full access within the following schedule: a. Information for Electoral Events concluded (Day 0) within the last 6 months must not be archived and must be accessible at all times. b. Information for Electoral Events concluded (Day 0) between 6 and 12 months prior, must be restorable from archive and accessible within 24hrs c. Information for all other Electoral Events within the last 10 years, must be restorable from archive and accessible within 48hrs	284.	4			
<b>R193</b>	The E-Poll Solution must retain in the archive of the Contractor Central Server all information collected by the E-Poll Solution including audit logs.	284.a	4			
<b>R194</b>	The Contractor must provide an archived version of the Contractor Central Server upon completion of each Electoral Event (as requested by EC in writing).	285.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
R195	The Contractor must ensure ongoing capability for EC to be able to recover, without dependency on the Contractor, archived data from media as specified (backward compatibility of newer backup equipment or maintaining equipment in operation as of the Effective Date) by using EC provided hardware and software, or providing to EC new capability as part of the E-Poll Solution.	286.	4			
R196	The Contractor must complete a test of the Recovery Procedures every 6 months commencing on the date of the successful completion of the first pre-event Deployment Schedule for an Electoral Event. See Annex A, Appendix G - ELECTORAL EVENT DEPLOYMENT SCHEDULES.	287.	4			
R197	The Contractor must maintain, at minimum, the following recovery time objectives and the recovery point objectives for the Contractor Central Server: a. Between Electoral Event Periods, the recovery time objective is 4 hours to a recovery point within 8 hours. b. During By-Elections, excluding Polling Days, the recovery time objective is 30 minutes to a recovery point within 1 hour. c. During General Elections and Referendums, excluding Polling Days, the recovery time objective is 30 minutes to a recovery point within 30 minutes. d. On Polling Days, the recovery time objective is 5 minutes to a recovery point within 5 minutes.	288.	4			
R198	The Contractor must consistently meet or exceed EC's Service Continuity and DR Services requirements.	290.	4			
R199	The Contractor must provide an integrated risk management strategy for the E-Poll Solution which: a. identifies high-risk areas and accompanying mitigation strategies for the E-Poll Solution b. considers technology problems or deployment delays that affect availability or performance of any tier of the E-Poll Solution c. describes the impact of using alternate procedures or substitute	291.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	technologies d. provides a clear plan for effectively responding to software and hardware malfunctions, defects, and system outages at each severity level e. documents how problems or defects will be escalated					
<b>R200</b>	The Contractor must develop a Contractor Central Server scalability plan in which the Contractor describes how the E-Poll Solution will be scaled between small deployments covering one or more EDs in a By-Election and a full-scale deployment to all EDs and Polling Places in a GE, and significant tiers of deployment scale between these two extremes.	292.	4			
<b>R201</b>	The Contractor must deliver the products and services as described in ANNEX A - APPENDIX F – CONTRACT DELIVERABLE SCHEDULE in accordance with the Contractor's role and responsibilities as described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	293.				
<b>R202</b>	The Contractor develop, deliver and maintain a Plan as described in ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE.	294.	4			
<b>R203</b>	The E-Poll Solution should support testing, debugging, and Polling Place user support, whenever connectivity permits, when an E-Poll Device hits a system error or non-business application error (bug), uploads an error report to the Contractor Central Server (logged separately from business operations).	298.	2			
<b>R204</b>	The E-Poll Solution must include all infrastructure to support each type of testing for which the Contractor is responsible as defined in ANNEX A – APPENDIX I.1 – Product Development Lifecycle (PDLC) Services, including a complete pre-production test environment which is technically identical in specification to the production environment.	299.	4			
<b>R205</b>	The Contractor must provide Testing Services as defined in ANNEX A – APPENDIX I.1 – Product Development Lifecycle (PDLC) Services which include at minimum: a) confirm component and E-Poll Solution compliance with all contracted	300.	4			

Criterion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	requirements as identified in this SOW, and as reflected in the UAT for each release. b) identify the behaviour of infrastructure components; c) emulate production loads; d) determine efficiency under peak load; e) measure system overheads; f) identify bottlenecks such as network, memory and deadlocks; g) determine overload (break-point, failure) conditions; h) validate that the configuration is capable of holding, managing and processing the required volumes of data; and i) measure the performance characteristics of the E-Poll Solution or any of its parts.					
<b>R206</b>	For each Test performed by the Contractor on an Event Ready Release, the Contractor must provide an Acceptance Test report detailing the results of all tests performed for the Release by the Contractor.	301.	4			
<b>R207</b>	The E-Poll Solution should support an EC defined set of training data, provided through the same API as operational data, but in a separate configuration environment used for this purpose.	304.	3			
<b>R208</b>	The Contractor must define procedures and provide them with training materials and operational aids for RO staff and EOs hired and trained at the ORO, to load requisite ED and Electoral Event specific data to the E-Poll Devices and prepare them for use at the Polling Place.	312.	4			
<b>R209</b>	The E-Poll Solution must provide all necessary training materials to support training of a person with basic computer skills (an AC), within a one day training session (7.5 hours), the information and procedures to implement the method as described in the previous requirement and to operate to the E-Poll Devices in compliance with these requirements.	313.	4			
<b>R210</b>	The E-Poll Solution must provide all necessary training materials to support	314.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	training of the AC, within a one day training session (7.5 hours), the information and procedures to implement the method in the previous requirement to upload all information resulting from operation of the E-Poll Devices at the polls from the E-Poll Devices to the Contractor Central Server in compliance with these requirements, and remove all EC data from the device.					
<b>R211</b>	The E-Poll Solution must provide procedures and training to install, restore and operate all Contractor Central Server solution components necessary to enable EC to be self-sufficient in restoring and accessing information archived from prior Electoral Events.	315.	4			
<b>R212</b>	The E-Poll Solution must provide training to EC staff on proper use of audit tools and procedures for both the Contractor Central Server and the E-Poll Devices to enable EC to access audit logs for all E-Poll Solution components.	316.	4			
<b>R213</b>	The E-Poll Solution must provide training in the correct application of the Contractor's security policy and procedures for the proper operation of all E-Poll Solution components in a manner that meets or exceeds the security requirements of the E-Poll Solution.	317.	4			
<b>R214</b>	The E-Poll Solution should provide training emulators or other online training modules that EC can use to facilitate the training of EOs.	318.a	2			
<b>R215</b>	The Contractor must provide training of the Contractor's staff for the improvement of skills through education and instruction.	319.	4			
<b>R216</b>	The Contractor must provide training for EC technical staff for the express purpose of exploiting the functions and features of the E-Poll Solution and provision of EC services. Delivery methods may include classroom style, computer based, individual or other appropriate means of instruction.	321.	4			
<b>R217</b>	The Contractor must implement a product development life cycle which provides auditable configuration management which identifies with each product version the set of enhancements, corrected deficiencies, known issues, and approved versions of supporting hardware, operating system, training,	322.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	maintenance and other materials to be used with the release.					
<b>R218</b>	For every Event Ready release of the E-Poll Solution submitted to EC by the Contractor for testing, the Contractor must include a Release Document which fully describes the configuration of the release and which includes: <ul style="list-style-type: none"> <li>a. Release description;</li> <li>b. The list of Requests for Change implemented;</li> <li>c. The list of Task Authorizations implemented;</li> <li>d. The list of known bugs;</li> <li>e. The version of each E-Poll Solution component comprising the release, including all documents (designs, specifications, manuals, training materials, etc.).</li> <li>f. Release testing notes identifying the details of the testing that the Contractor has completed.</li> </ul>	323.	4			
<b>R219</b>	The E-Poll Solution must implement a product development life cycle which provides an auditable record of deficiencies, corrective actions, testing and verification of deficiency resolution.	324.	4			
<b>R220</b>	The Contractor must manage changes and corrective actions in relation to all E-Poll Solution components in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	325.	4			
<b>R221</b>	The Contractor must assess the risks associated with any changes and corrective actions in relation to the E-Poll Solution and for sharing all details with EC in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT and in a manner compliant with ANNEX A - APPENDIX E.9 – SECURITY CONTROL PROFILE (SCP).	326.	4			
<b>R222</b>	The Contractor must provide Problem Management Services for all identified problems that are determined to be related to IT systems and services under the control of the Contractor.	328.	4			
<b>R223</b>	Starting at the effective date, and for the duration of the Contract, the	340.	4			

Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	Contractor must provide all necessary resources and staff to operate a Service Desk in accordance with this SOW for the centralized monitoring and resolution of EC E-Poll Incidents as described in ANNEX I – SERVICE MANAGEMENT.					
<b>R224</b>	The Contractor must have Service Desk support processes defined and practiced; including incident management, problem management, change management and escalation process.	341.	4			
<b>R225</b>	The Contractor Service Desk must coordinate incident response in close coordination with EC and act as a point of contact for communications with EC representatives for incidents.	342.	4			
<b>R226</b>	The Contractor must ensure that the Service Desk can respond to networking, hardware, software, database and security management Support Requests pertaining to the Contractor Central Server, all RO (and AARO) office components, E-Poll Devices and procedures which constitute the E-Poll Solution.	343.	4			
<b>R227</b>	The Contractor must initiate a Support Request through the Service Desk when it identifies any failure or deficiency, and treat such Support Request in the same manner as if it would have been initiated by EC. The Contractor must send an acknowledgment to the Technical Authority within 5 minutes of initiating the Support Request.	344.	4			
<b>R228</b>	The Contractor Service Desk must include a unique and dedicated telephone number, answered using both Official Languages of Canada (French, English) as requested by the caller, available: <ul style="list-style-type: none"> <li>a. during Electoral Events, 24 hours per day, 7 days per week</li> <li>b. outside Electoral Events, on Business Days between 8:00am and 4:00pm EST.</li> </ul>	345.	4			
<b>R229</b>	The Contractor must notify EC if Contractor Service Desk is not available and provide the name of a person with whom EC can communicate as necessary during the Contractor Service Desk outage:	346.	4			



Critererion #	Rated Evaluation Criteria	SOR ID #	Req. Category	Bidder Will Deliver	Current Product Capability (None/ Partial/ Full)	Bidder Explanation
	a. during Electoral Event Periods, within 15 minutes, or b. outside Electoral Event Periods, within one Business Day.					
<b>R230</b>	All protected data, on every Contractor device deployed in relation to this Contract, must be purged once the device is decommissioned. This must be done in a way that is compliant with CSE policies (TSCG L/G and ITSG-06: Clearing and Declassifying Electronic Data Storage Devices).	354.	4			
<b>R231</b>	The Contractor must provide a SOC with the infrastructure and resources required for the centralized monitoring and resolution of EC E-Poll Solution security incidents.	356.	4			
<b>R232</b>	The Contractor SOC must coordinate security incident response in close coordination with EC and act as a point of contact for communications with EC representatives for security incidents.	357.	4			
<b>R233</b>	The Contractor SOC must include a unique and dedicated telephone number, answered using the Official Languages of Canada (French, English) as requested by the caller, available: a. during Electoral Event Periods, 24 hours per day, 7 days per week b. outside Electoral Event Periods, on Business Days between 8:00am and 4:00pm EST.	358.	4			
<b>R234</b>	The Contractor must notify EC if Contractor SOC is not available and provide the name of a person with whom EC can communicate as necessary during the Contractor SOC outage: a. during Electoral Event Periods, within 15 minutes, or b. outside Electoral Event Periods, within one Business Day.	359.	4			

**TABLE B3: E-POLL SOLUTION SECURITY**

Criterion #	Rated Evaluation Criteria	Maximum Points
<b>R235</b>	The bidder should list all software components of their E-Poll Solution. The bidder should provide evidence of the common criteria rating (ISO 15408) for each software listed. All software enforcing security safeguards should have a common criteria rating (ISO 15408) of level 2 or greater.	33
<b>R236</b>	The bidder should provide evidence that their transportation and storage of all E-Poll Solution components to which software or firmware can be installed is compliant with ISO 28001. For this requirement, "transportation and storage" means all times when the solution components are not in EC's custody, or for CCS components, not operational.	33
<b>R237</b>	The bidder should provide evidence that their Security Operations Center (SOC) is certified ISO 27001 compliant.	33
<b>R238</b>	<p>The bidder should demonstrate experience implementing Security Assessment and Authorization (SA&amp;A) principles, processes and safeguards in previous engagements.</p> <p>Using TEMPLATE A – CLIENT REFERENCE TEMPLATE, the bidder must provide references for up to three (3) engagements, in the last five (5) years, for Information Systems that included SA&amp;A processes and methods to attain the required security assurance accreditation. The bidder will be awarded up to five (5) points per engagement, as follows:</p> <ul style="list-style-type: none"> <li>i. The engagement followed the principles and guidelines defined in ITSG-33 or NIST-800-53a. Provide a clear and comprehensive list of all activities completed (2 points).</li> <li>ii. If the bidder received 2 points for i. above, and the engagement was for a government system with a contract value exceeding one (1) million dollars. (1 point).</li> <li>iii. If the bidder received 2 points for i. above, and the system was for a deployment with over 5000 users (1 point).</li> <li>iv. If the bidder received 2 points for i. above, and the engagement was for a system with High Availability or Integrity requirements (1 point).</li> </ul> <p>Note that each SA&amp;A experience engagement score out of 5 will be multiplied by 33 for total points of 165.</p>	495

## TABLE C – RATED PROOF OF SOLUTION CRITERIA

**The Rated Proof of Solution (PoS) Criteria are worth 33% of the Technical Evaluation (25% of the overall total in the determination of the highest ranked bidder).**

The Rated PoS is complimentary to, and will be completed with, the Rated Technical Evaluation and Rated Proposed Plan Evaluation. The Rated PoS evaluates aspects of the bidder’s proposal which can practically be demonstrated.

For each requirement in the Rated PoS Criteria, the bidder is responsible for indicating that the requirement will be, or will not be, met by the bidder’s proposal, and the extent to which the bidder’s product currently meets the requirement. The bidder will demonstrate components of their E-Poll Solution proposal which currently meet, or will be adapted to meet, EC’s requirements. This portion of the evaluation focusses on observable characteristics of the E-Poll Solution. Delivery date of all functionality proposed as part of the E-Poll Solution, demonstrated or not, must be reflected on the proposed plan provided in Phase 1.

The PoS consists of Polling Place and other Electoral Event scenarios that incorporate a list of evaluation criteria. The bidder is to demonstrate in Table C of Phase 2 - Rated Proof of Solution Evaluation, how each of the 209 evaluation criteria, included in, scenarios, is met by the bidder’s E-Poll Solution.

Each scenario provides the following:

- (a) a scenario number and title;
- (b) a brief summary of the actions that will be asked to be performed during the demonstration and the criteria that will be evaluated;
- (c) a list of data required to execute the scenario (see Scenario 0 – PoS Setup for the complete list of data requirements);
- (d) a list of hardware and their setup needed for the scenario (see Scenario 0 – PoS Setup for the complete list of setup requirements);
- (e) Scenario completion time is the duration allocated to demonstrate all of the requirements within the scenario. This completion time includes the time for the setup. It is up to the bidder to manage their time to demonstrate all of the evaluated criteria. At the end of the allotted time for the scenario, the bidder will be awarded minimum score (zero) for any requirements that have not then been demonstrated. If the bidder does not use all of the time for a scenario, that

time is available for use in a subsequent scenario. To ensure the PoS remains on schedule, completion time for each scenario during the PoS, must be on schedule or ahead of schedule. Bidder's demonstration for a scenario will be ended should the allotted time expire prior to its completion.

- (f) A list of proposed actions will be provided to assist the bidder to demonstrate each criterion to be evaluated in each scenario. Beside each action is the name of the E-Poll Device on which it is expected to be performed on.
- (g) A list of criteria to be evaluated for each scenario, also provides the reference document and the rating grid.

The 22 scenarios must be completed in the order as per Table C—Rated Proof of Solution Criteria. During the PoS demonstration, the bidder must verbally indicate to the evaluation team the scenario number and the evaluation criteria number that is being demonstrated. The minimum score (zero) will be attributed to all evaluation criteria that are not demonstrated by the bidder during the presentation of each scenario, and to each evaluation criterion where the bidder does not propose to meet the requirement. Criteria to be evaluated in one scenario will not be evaluated in another scenario. Throughout the PoS demonstration, the bidder may only use E-Poll Solution components which are proposed by the bidder and which will be provided to EC as part of the E-Poll Solution. Throughout the PoS demonstration, EC may ask the bidder to perform or re-perform demonstrated capabilities with EC specified data. EC will ensure that the bidder is not penalized for time as a result of these directions.

Each criterion will be evaluated as follows:

- None – means the bidder does not demonstrate the requirement upon completion of the scenario;
- Partial – means that the bidder demonstrates the requirement partially upon completion of the scenario;
- Full – means that the bidder demonstrates the requirement fully upon completion of the scenario

For these requirements in the Rated Technical Evaluation, each criterion will be evaluated as follows:

The points for each rated proof of solution evaluation criterion will be allocated as following:

**Total Points per rated proof of solution criterion = (Rated Evaluation Criterion Weight for a requirement indicated by the bidder as included in the bidder's proposal) added to the (Rated Evaluation Criterion Weight multiplied by the Current Demonstrated Capability Score)**

Where the **Current Demonstrated Capability Score** is awarded based on the extent of demonstration of the Rated Proof of Solution Evaluation Criterion as follows.

<b>Demonstration of Compliance with the Rated Evaluation Criterion</b>	<b>Current Demonstrated Capability Score</b>
None	0 points
Partial	1 point
Full	2 points

**Total Rated Evaluation Criteria** and **PoS Number of Points** is calculated as the sum of all **Total Points per Rated Criterion** for all PoS evaluation Criteria.

EC evaluation team will evaluate each criterion based on verification of the bidder’s self-evaluation of its proposed E-Poll Solution:

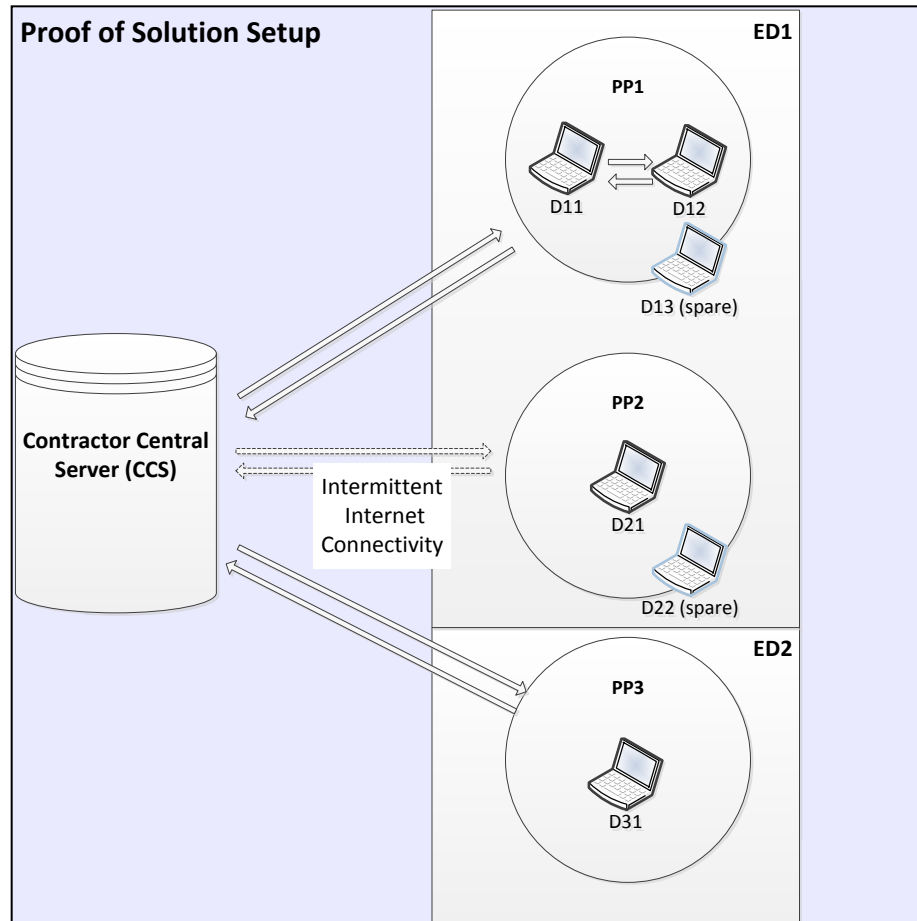
- (a) If the bidder has marked an evaluation criterion as “None”, then EC will grade the evaluation criteria with 0 points – no demonstration is expected.
- (b) If the bidder has marked an evaluation criterion as “Partial” or “Full”, then EC will verify the evaluation criteria in accordance with the demonstrated capability during each scenario. EC will complete the evaluation based on the demonstration of the requirements, during the PoS. While, the bidder must provide information under explanation which explains how the requirement is partially met or fully met, this is only to assist in EC’s verification..

RSO	PoS Setup
<b>Scenario Summary</b>	The bidder performs the actions required to have the environment ready to perform the PoS scenarios.
<b>Data requirement</b>	<p>The Contractor Central Server (CCS) contains 1.5 million Elector records, organized in 10 Electoral Districts (ED) of 150,000 Elector records each. One group corresponds to one ED.</p> <p>Each ED has 150 PDs; each PD has 1,000 Electors. PDs are grouped in Polling Places (PP). Three Polling Places are defined:</p> <ul style="list-style-type: none"> <li>- PP1 - is a group of three PDs: PD100, PD101 and PD102 – 3, 000 Electors in total.</li> <li>- PP2 - is only one PD – PD200 – 1,000 Electors.</li> <li>- PP3 - is a group of two PDs: PD300 and PD301 – 2,000 Electors in total.</li> </ul> <p>For each group (ED), data provided by bidder meets the following requirements:</p> <ul style="list-style-type: none"> <li>- 25% of Elector last names repeat two times (total of 112500 records affected)</li> <li>- 2% of Elector last names repeat 1000 times (total of 3000 records affected); last names Smith and McIntire are among these names.</li> <li>- 25% of Electors share the same residential address with another Elector.</li> <li>- 10% of Electors are marked are "Voted".</li> </ul> <p>For group ED1, data provided by bidder also meets the following requirements:</p> <ul style="list-style-type: none"> <li>- 5% of Elector last names contain French characters.</li> <li>- 5% of Address data contains French characters.</li> </ul>
<b>Setup requirement</b>	<p>The PoS environment consists of:</p> <p>1) CCS; everything is configured, data is loaded, and polling day is set (if a specific date is necessary to use the polling day functionality during the demonstration). Include in the setup, the ability to demonstrate the monitoring of the devices at the polling places.</p>

<b>RSO</b>	<b>PoS Setup</b>
	<p>2) Three Polling Places, configured as following:</p> <ul style="list-style-type: none"> <li>a) Two Polling Places that belong to ED1:                             <ul style="list-style-type: none"> <li>- Polling Place 1 (PP1) - with three E-Poll Devices: D11, D12 and D13; data is loaded on all three E-Poll Devices; D11 is deployed at PP1 and configured to work at PP1. D12 and D13 are in the box, ready for deployment at PP1 (packed).</li> <li>- Polling Place 2 (PP2) - with two E-Poll Devices: D21 and D22; data is loaded on D21, and this E-Poll Device is deployed and ready to work at PP2. D22 is in the box, ready for deployment at PP2 (packed).</li> </ul> </li> <li>b) One Polling Place that belongs to ED2:                             <ul style="list-style-type: none"> <li>- Polling Place 3 (PP3) - with one E-Poll Device: D31; D31 is configured but has no data; this E-Poll Device is in the box (packed).</li> </ul> </li> </ul> <p>The bidder provides:</p> <ul style="list-style-type: none"> <li>- All E-Poll Devices mentioned at points a) and b) above.</li> <li>- All other equipment and infrastructure the bidder needs to perform all scenarios included in the PoS.</li> </ul> <p>EC provides:</p> <ul style="list-style-type: none"> <li>- Lab environment where the bidder’s equipment is setup for PoS purposes. This environment consists of:                             <ul style="list-style-type: none"> <li>- One room with 2 tables for devices</li> <li>- Four power outlets</li> <li>- wifi "public networking"</li> </ul> </li> </ul>
<b>Completion time (mins)</b>	60

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	Prepare CCS to be operational	CCS
2	Unpack and boot up the E-Poll Devices and infrastructure as described in "Setup Requirement". E-Poll Devices D12, D13, D22 and D31 must remain packed (off, not logged in, in their box).	D11 and D21
3	Demonstrate that the data profile grouped by ED on the CCS meets the profile described above in Data Requirement.	CCS
4	Demonstrate that the data profiles on E-Poll Devices D11 and D21 meet the profile described above in Data Requirement.	D11 and D21





RS1	RO Office - E-Poll Device Configuration
<b>Scenario Summary</b>	At the RO office, the user unpacks an E-Poll Device and all needed components to perform the necessary activities to ensure the E-Poll Solution is properly configured with necessary data to work at the Polling Place and to communicate with the CCS.
<b>Data requirement</b>	Initial data is on the CCS
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• E-Poll Device D31 and its components are:                             <ul style="list-style-type: none"> <li>○ Packed</li> <li>○ Configured to ED2/PP3</li> <li>○ Not loaded with Elector data</li> </ul> </li> <li>• CCS is operational</li> </ul>
<b>Completion time (mins)</b>	10 (to initialize the download) + 5 (later, to demonstrate that the download was completed)

Scenario Activities		Perform with (if applicable)
1	Unpack E-Poll Device and necessary component	D31
2	Demonstrate that the E-Poll Device is not loaded with Elector data	D31
3	Setup E-Poll Device for initial data download; establish connection to CCS	D31
4	Login into E-Poll Device - 1 login (if required)	D31
5	Perform initial data download	D31
6	Demonstrate the data is loaded onto the E-Poll Device and provide the amount of time to complete.	D31

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Capability (None/ Partial/ Full)	Explanation
1	The E-Poll Solution must, at any time the component (E-Poll Device or CCS) is performing an operation which takes longer than one second, provide a visual cue that the component is operating (e.g. spinning cursor, status bar, etc.).	14.	4		
2	The Contractor must provide for each RO and AARO office from which devices will be deployed to Polling Places, all networking infrastructure necessary to support the communication of data to and from the Contractor Central Server (CCS) to configure the devices with requisite data in the timeframes described in Requirements 180 and 181 (WAN and LAN). The E-Poll Devices may communicate with the CCS using the RO/AARO office ISP connection, but must do so on a separate sub-network (there must be no access between the Contractor's network and the ORO network).	230.	4		
3	The E-Poll Solution must provide all necessary infrastructure (servers, network components, storage devices, procedures, power management and other supplies) as an E-Poll RO Kit necessary to access the Contractor Central Server from the ORO and to support loading of data onto the devices from the Contractor Central Server in preparation for deployment to the polls, and offloading of all data from the devices to the Contractor Central Server in preparation for removal of EC data and decommissioning the devices.	231.	4		
4	The CSS must transmit successfully the number of electors for an ED which is prescribed in the Setup Requirement in Scenario 0				

RS2	RO Office - Tracking of E-Poll Devices
<b>Scenario Summary</b>	At the RO office, the user associates an E-Poll Device Kit with an EO who will be accountable for the kit until its return to the RO office.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Persons accountable for the E-Poll Device Kits: EO</li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• E-Poll Device D12 and its components are:                             <ul style="list-style-type: none"> <li>○ Packed</li> <li>○ Ready to demonstrate the tracking functions of the E-Poll Solution at office of the RO</li> </ul> </li> </ul>
<b>Completion time (mins)</b>	10

Scenario Activities		Perform with (if applicable)
1	Demonstrate tracking at issue of an E-Poll Device Kit by selecting an EO and scanning a barcode on an E-Poll Device Kit to associate the kit to the EO.	D12
2	Demonstrate tracking of an issued E-Poll Device Kit by scanning a barcode on an E-Poll Device Kit and identifying the associated EO.	D12
3	Demonstrate tracking at return of an E-Poll Device Kit by scanning a barcode on an E-Poll Device Kit and recording that the E-Poll Device has been returned by the EO.	D12

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Capability (None/ Partial/ Full)	Explanation
1	The E-Poll Device should provide a bar-coded, unique inventory tracking number for each component of the E-Poll Device.	186.	3		
2	The main E-Poll Device components must have a label with the barcode affixed to a	186.a	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Capability (None/ Partial/ Full)	Explanation
	visible location.				
3	The E-Poll carrying case must have a label with the barcode with the same inventory tracking number as the E-Poll Device it contains, and the device components must have a label with the barcode affixed to a visible location.	186.b	3		
4	The E-Poll Solution should provide a utility to scan an E-Poll Device bar-code and associate the device with the identity of an EO in the EC EO database at the time of issue to an EO.	187.	3		
5	The E-Poll Solution should provide a utility to scan an E-Poll Device bar-code and associate a return of the device by an EO in the EC EO database at the time of return of the device to the RO office by an EO.	188.	3		
6	The E-Poll Solution must provide all necessary infrastructures (servers, procedures, bar code readers and other supplies) necessary to manage the E-Poll Device inventory, including assignment of E-Poll Devices to EOs and their return.	232.	4		

<b>RS3</b>	<b>Polling Place Pre-Polling - Service Point Setup</b>
<b>Scenario Summary</b>	At the Polling Place, the user unpacks the E-Poll Device Kit and performs all necessary activities to ensure the E-Poll Solution is properly setup to work at the Polling Place and to communicate with the CCS. The user also accesses the training environment.
<b>Data requirement</b>	N/A
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D12 and other local components are:                             <ul style="list-style-type: none"> <li>○ Packed</li> <li>○ Configured to ED1</li> </ul> </li> </ul>
<b>Completion time (mins)</b>	15

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	Unpack E-Poll Device and its components	D12
2	Setup the E-Poll Device to work in the local network – PP1	D12
3	Demonstrate how the E-Poll Device is physically handled by the EO and electors to view the screen and access the E-Poll Solution functions.	D12
4	Demonstrate D12 is not synced to CCS	CCS
5	Demonstrate the E-Poll Device has synced to CCS with Polling Place state of “Closed”	CCS
6	Log into the E-Poll Device – 1 login	D12
7	Access the training environment	D12

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Capability (None/ Partial/ Full)	Explanation
1	The E-Poll Device should provide a stand which allows swivel/angle of the device to present to the Elector or to make it easier to use for the EO. (e.g. a stand which rotates 360 degrees on a horizontal plane to face either the EO or the Elector, and also has a 90 degree vertical sweep to angle the display toward the face of the current user).	17.	3		
2	The E-Poll Device should use a handheld bar code reader or, if using a camera as the device which reads barcodes, provide a holder to assist in scanning of barcodes on VICs and other barcoded documents.	18.	3		
3	The E-Poll Device must be deployable from the E-Poll Device Kit carrying case, ready for operation by an EO, within a maximum of 15 minutes.	20.	4		
4	The E-Poll Device must be operable using one outlet (plug) on a standard 15A 100-120V circuit, or less.	21.	4		
5	The E-Poll Device must not permit an individual EO or SEO to access any operational or elector data on the E-Poll Device.	203.	4		
6	The E-Poll Device must permit an individual EO (one EO's credentials have been provided) to access the training functions on the device.	204.	4		
7	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support communication between the E-Poll Devices and the Contractor Central Server (WAN).	226.	4		
8	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support inter-communication between E-Poll Devices at the Polling Place (LAN).	227.	4		
9	The Contractor must provide all E-Poll Device Kits (i.e. the E-Poll Solution E-Poll Device, carrying case, memory devices, and all supporting physical accessories required to meet the requirements of this SOW).	228.	4		
10	The E-Poll Solution must share information updates from EC such that each E-Poll Device in a Polling Place shares all downloaded updates from the Contractor Central Server with all other devices within that Polling Place, and every device is operating at the latest level of updates of any device in the Polling Place (either through a Polling Place central server or on a peer-to-peer basis).	263.	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Capability (None/ Partial/ Full)	Explanation
11	The E-Poll Device must provide a training mode which can be used to train EOs on E-Poll Device functions used in normal operations to serve Electors and to perform post-polling counting and reporting exercises.	302.	4		
12	The E-Poll Device must provide the ability for an EO to perform a reset to restore training data back to an initial state enabling the training scenarios to be performed again.	305.	4		
13	The E-Poll Device must provide a clear visual indication when the application is operating in training mode.	307.	4		
14	The E-Poll Device should provide the ability for an EO to perform all operations in the training mode with pop-up guidance to assist in learning.	308.	2		
15	When the device is powered on, the E-Poll Device must directly initiate the Contractor application software, providing no access to the device operating system or operating system functions.	349.	3		



RS4	Polling Place Pre-Polling - Open a Service Point
<b>Scenario Summary</b>	At the Polling Place, the user performs tasks to open the Service Point at the Polling Place. Before the Service Point is opened, the user accesses the open poll checklist, enters the number of ballots for the Service Point, and opens the poll. Immediately upon opening, the user (in the role of supervising EO) searches for an Elector for whom a yellow copy of a Transfer Certificate has been received from the RO office, and marks them as having been issued a Transfer Certificate.
<b>Data requirement</b>	1) Elector record (for step 7 and 8) with: a. Voting status = Not Voted b. Revision status = Active c. Polling Place status = Correct
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D12 and other local components are:                             <ul style="list-style-type: none"> <li>○ Unpacked</li> <li>○ Configured to ED1/PP1</li> <li>○ Has a Polling Place state of “Closed”</li> </ul> </li> </ul>
<b>Completion time (mins)</b>	10

Scenario Activities		Perform with (if applicable)
1	Log into the E-Poll Device – 2 user logins	D12
2	Select the Polling Place	D12
3	Access the open poll checklist	D12
4	Check off items from the open poll checklist	D12
5	Record the number of blank ballots	D12
6	Activate open poll function	D12

7	Search for Elector who has been issued a Transfer Certificate	D12
8	Mark the Elector as having received a Transfer Certificate	D12

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device should enable EOs to access and use, by affirming each item of the checklist independently, EC configurable checklists which require the EOs to complete all steps for: a. Setting up the Service Point b. Counting of Blank Ballots c. Packing up the Service Point d. Daily close of Advance Polls e. Change of EO at Service Point	44a.	2		
2	The E-Poll Device should, before opening of the poll, require that an EO record the total number of Blank Ballots provided to the Service Point.	158	3		
3	The E-Poll Device must enable the activation of operation of the polling device by entering two EO usernames and corresponding correct passwords from the database of EO credentials to set the device to an "open poll" state.	160	4		
4	Upon first activation, the E-Poll Device must default the Polling Place (and polling station, if configured) based on the Polling Place (and polling station, if configured) associated with the credentials of the first EO providing credentials (i.e. the Check-in EO).	160.a	4		
5	At first activation, the E-Poll Device must allow the EO to override the default Polling Place (by name and address) where the device is located (used to calculate Elector Polling Place status).	160.b	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
6	The E-Poll Device must, on demand by an EO, display a status report showing: <ul style="list-style-type: none"> <li>a. The ED,</li> <li>b. The Advance or Ordinary Polling Station number(s) associated to the E-Poll Device</li> <li>c. Polling Place name and address</li> <li>d. PDs that are serviced by the Polling Place</li> <li>e. list of E-Poll Devices (including the device displaying the report), and the status of each, which are currently, or previously have been, on the Polling Place local area network</li> <li>f. The Service Point's unique device ID</li> <li>g. The device ID's current application software version</li> <li>h. Current connectivity status with the Contractor Central Server</li> <li>i. Synchronization status of the device with the Contractor Central Server</li> <li>j. The total number of ballots issued to, and removed from, the Service Point (as entered by the EO)</li> <li>k. The total number of voted Electors processed by the Service Point "before today" (before the day the report is run)</li> <li>l. The total number of voted Electors processed by the Service Point "today" (the day the report is run).</li> <li>m. Last connection date and time with the Contractor Central Server</li> </ul>	161	4		
7	The E-Poll Device should display a welcome screen upon login that includes the report requirement 161.	161.a	1		
8	The E-Poll Device should enable a supervising EO (SEO) to search for, and change the voted status to "Voted", for each Elector for whom the supervising EO has a yellow copy of a Transfer Certificate issued by the RO office (EC 10190) (For clarity, these Electors will vote elsewhere and this information is not included in the number of Electors Marked as Voted at a Service Point for balancing purposes).	176	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
9	Upon successful login by the EOs the E-Poll Device must display a privacy message screen which must: a) display a configurable privacy message which will be provided by EC b) the privacy message must be displayed in both Official Languages (English and French) c) the privacy message must require acknowledgement by the EO	350	4		

RS5	Polling Place - User Customization
<b>Scenario Summary</b>	At the Polling Place, the user customizes the user interface of the E-Poll Device, for example the text size, screen brightness, E-Poll Device’s sound, and language.
<b>Data requirement</b>	N/A
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D12 and other local components are:                             <ul style="list-style-type: none"> <li>○ Unpacked</li> <li>○ Configured to ED1/PP1</li> <li>○ Has a Polling Place state of “Open”</li> <li>○ E-Poll Device has default user interface settings</li> </ul> </li> </ul>
<b>Completion time (mins)</b>	10

Scenario Activities		Perform with (if applicable)
1	Verify default text size	D12
2	Adjust text size	D12
3	Adjust E-Poll Device screen brightness	D12
4	Demonstrate volume adjustment capability of E-Poll Device.	D12
5	If applicable, demonstrate volume adjustment capability of E-Poll Solution PP’s accessory components.	Other
6	Change the language of the E-Poll Device to French	D12
7	Demonstrate the second language on three different screens	D12
8	Change the language of the E-Poll Device to English	D12
9	Activate the pause function of the E-Poll Device	D12

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Solution must provide the ability for users to work in the Official Language of their choice (English or French) such that all labels and messages, including error messages appear in the chosen language of the user.	1	4		
2	The E-Poll Solution should provide the ability for users to toggle between Official Language of their choice (English or French) such that all labels and messages, including error and barrier messages appear in the chosen language of the user.	1.a	3		
3	The E-Poll Device must provide a highly accessible User Interface, with the minimum default display size for text being 6mm (¼") in height when measured on the display used by the E-Poll Device.	8	4		
4	The E-Poll Device should provide the ability for the EO to adjust the text size font displayed on the E-Poll Device.	8.a	2		
5	The E-Poll Device should provide EOs with ability to configure the brightness of the device's screen.	9	2		
6	The E-Poll Device should provide EOs with ability to configure the level of sound (volume) on any of the E-Poll Solution components except the device used to scan VICs.	10	2		
7	The E-Poll Device must provide a "pause poll" function that will place the device in a "paused poll" state, disabling all device functions.	148	4		

RS6	Polling Place Polling Operation - Process an Elector with VIC; demonstrate data synchronization
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector already on the list that has a VIC, has the right to vote and is at the correct polling place. The Elector has one record in the database. (This scenario is the Happy Path). The user also exercises capability to back up and correct an error on the last elector processed. It is demonstrated that this activity is recorded in the audit logs, and that all data generated at the Service Point is synchronized to the other E-Poll Device at the Polling Place, and with the CCS.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Elector with only 1 record :                             <ul style="list-style-type: none"> <li>○ Voting status = Not Voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Correct</li> <li>○ A scannable VIC for the Elector record above</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of “Open”</li> <li>• E-Poll Device D12 and other local components have a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	20

Scenario Activities		Perform with (if applicable)
1	Activate the resume function of the E-Poll Device	D12
2	Scan the Elector's VIC	D12
3	Select the matching record	D12
4	Try to select the same record using a 2nd E-Poll Device at the same time to demonstrate the record is locked for use by the first E-Poll Device.	D11
5	Strike the Elector	D12

6	Mark the Elector as Voted	D12
7	Verify related data has been synched to the other E-Poll Device in the Polling Place	D11
8	Use the back key and undo the Elector’s mark as voted	D12
9	Use the back key and undo the Strike of the Elector	D12
10	Verify related data has been synched to the other E-Poll Device in the Polling Place	D11
11	Scan the Elector's VIC (same elector as in step 2)	D12
12	Select the matching record	D12
13	Strike the Elector’s name	D12
14	Mark the Elector as Voted	D12
15	Verify the E-Poll Device's audit log	D12
16	Verify poll book entry created for the Elector	D12
17	Verify related elector data has been synched to other E-Poll Devices in the Polling Place	D11
18	Verify related audit log data has been synched to other E-Poll Devices in the Polling Place	D11
19	Verify related data has been synched to the CCS	CCS

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must provide the ability for an EO to reverse a transaction performed by the EO on the E-Poll Device for the last Elector Marked as Voted (ballot returned).	13	4		
2	The E-Poll Device must, whenever an Elector Strike or Elector Marked as Voted transaction is reversed, prompt the EO to create a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries) explaining the reversal.	13.a	4		



#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
3	The E-Poll Device should, whenever a VIC is scanned, issue an audible ‘beep’ at a sound level comparable to normal conversational levels (between 55 and 60 db).	15	3		
4	In addition or in conjunction with any other audit logging requirements identified in ANNEX A - APPENDIX E.9 – SECURITY CONTROL PROFILE (SCP), the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: <ul style="list-style-type: none"> <li>a. Date/time stamp</li> <li>b. the active set of PDs for which the device was operating</li> <li>c. the identity of the E-Poll Device used to create the transaction</li> <li>d. EO identification (all EO credentials in effect for the transaction)</li> <li>e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.)</li> <li>f. Operation result (i.e. success or fail)</li> <li>g. additional information which describes the context and effect of the operation.</li> </ul>	45	4		
5	The E-Poll Solution must generate and provide full audit logs of operations performed on E-Poll Solution components, both within the Contractor Central Server and within all E-Poll Devices.	54	4		
6	The E-Poll Device must provide the ability to search for an Elector on the List of Electors by scanning the barcode on the Voter Information Card (VIC)	60	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
7	The E-Poll Device must, when any search matches one or more records on the List of Electors, display for each matching Elector record (on a single scrollable screen), at minimum: <ul style="list-style-type: none"> <li>a. last name</li> <li>b. given names</li> <li>c. residential address</li> <li>d. year of birth</li> <li>e. gender</li> <li>f. Polling Division</li> <li>g. Sequence Number</li> <li>h. current voted status</li> <li>i. Polling Place status</li> <li>j. list of elector record status</li> </ul>	62	4		
8	The E-Poll Device should, whenever a VIC scan search matches exactly one record, immediately display a detailed view where all list information for the matching Elector is viewable, and from which the EO may allow the Elector to vote.	62.a	4		
9	The E-Poll Device must calculate the Elector Polling Place status as one of the following: <ul style="list-style-type: none"> <li>a. "Correct": The PD for the Elector's residential address matches the list of PDs for the Polling Place.</li> <li>b. "Incorrect PD": The PD for the Elector's residential address does not match the list of PDs for the Polling Place, but the address is within the ED.</li> <li>c. "Incorrect ED": The ED for the Elector's residential address does not match the ED for the Polling Place.</li> </ul>	63	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
10	The E-Poll Device must, when configured by EC in the Contractor Central Server, additionally calculate the Elector Polling Place status as: a. "Incorrect PS": The PS for the Elector does not match the list of PSs served by the Service Point.	64	4		
11	The E-Poll Device must, for each row returned by an Elector search, using the PD on the list for the Elector's residential address, and comparing that to the PDs served by the Polling Place, calculate and display the Elector Polling Place status as it relates to the Elector record.	65	4		
12	The E-Poll Device must display the Elector voted status as one of the following: a. "Not Voted": There is no E-Poll record that the Elector has voted b. "Voted SVR": There is an E-Poll record that the Elector has voted under SVR c. "Voted Adv.": There is an E-Poll record that the Elector has voted at an Advance Poll d. "Voted": There is an E-Poll record that the Elector has already voted.	66	4		
13	The E-Poll Device must, at minimum, display the Elector list record status as one of these states: a. "Active": this is the current record for the Elector on the List of Electors. b. "Inactive": this is an unconfirmed or outdated record for the Elector on the List of Electors (and when an inactive record is selected, Registration is required and The E-Poll Device must initiate a Registration).	68	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
14	The E-Poll Device must provide the ability for an EO to Strike an Elector that has been found on the list with a list record status of "Active", an Elector status of "Not Voted", and a Polling Place status of "Correct", i.e. to record that an on-the-list Elector has been allowed to vote and issued a ballot.	70	4		
15	The E-Poll Device must provide the ability for an EO to Mark an Elector as Voted for an Elector on the List of Electors who has been Struck and who has returned the ballot issued to them.	71	4		
16	The E-Poll Device should provide the ability to hold, in a pending state, one previous Elector who is currently voting (i.e. who is Struck, but not yet Marked as Voted) while enabling the EO to begin searching for the next Elector to be served, and allowing all operations for the subsequent Elector to be performed up to, but not including striking the subsequent Elector, and enabling the EO to complete the pending (voting) Elector at any time by marking the pending Elector as voted.	71.a	4		
17	The E-Poll Device must provide a "resume poll" function from the "paused poll" state to re-activate operation of the polling device by entering two EO names and corresponding correct passwords from the database of EO credentials, returning the device to the "open poll" state.	148.a	4		
18	The E-Poll Solution must, during Service Point polling operation, whenever connectivity permits automatically upload Elector voted information from each E-Poll Device (including information from all other E-Poll Devices at a Polling Place) to the Contractor Central Server.	260.c	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
19	The E-Poll Device must lock an Elector record when it is selected as the current Elector record by one device so that it cannot be selected by another device in the same Polling Place without error.	264	4		
20	The E-Poll Device must communicate List of Elector record locking and completed voter transactions between devices within the Polling Place within 1 minute.	265	4		
21	The E-Poll Device must, when an EO attempts to select a current Elector record which is locked by another device in the same Polling Place, issue a Barrier Message to the effect that the Elector record is currently being processed at another Service Point.	266	4		
22	E-Poll Solution hardware and software must support the ability for an EO to consistently obtain a successful scan of a barcode in under 3 seconds.	333	4		

RS7	Polling Place Polling Operation - Process an Elector with VIC and minor correction
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector who's on the list, has a VIC, is eligible to vote and who is requesting a correction to their name and address which does not modify their PD.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• 2 Elector records with:                             <ul style="list-style-type: none"> <li>○ Voting status = Not Voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Correct</li> <li>○ A scannable VIC</li> </ul> </li> <li>• Elector new address information                             <ul style="list-style-type: none"> <li>○ one with an address that is in the PD (Step 3)</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of "Open"</li> <li>• E-Poll Device D12 and other local components have a Polling Place state of "Open"</li> </ul>
<b>Completion time (mins)</b>	15

Scenario Activities		Perform with (if applicable)
1	Scan the Elector's VIC	D12
2	Select the matching record	D12
3	Update the Elector record with correction on last name and address (not changing the PD)	D12
4	Provide the verbal oath to Elector	D12
5	Strike the Elector's name	D12
6	Mark the Elector as voted	D12
7	Verify record has been synched to the other E-Poll Device in Polling Place	D11
8	Verify record has been synched to the CCS	CCS

9	Verify poll book entry created for the Elector	D12
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#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must provide the ability to modify any part of the information constituting the Elector's record on the List of Electors with the exception of the Elector unique identifier, ED, or List of Electors Sequence Number.	109	4		
2	The E-Poll Device should, when a correction is being made to the list of information for an Elector, provide the existing entry for edit, and highlight changed fields.	112	2		
3	The E-Poll Device must, whenever a verbal Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A - APPENDIX E.2 – Specification for Poll Book entries.	144	4		
4	The E-Poll Solution must support automatic upload of list corrections at the polls from all E-Poll Devices to the Contractor Central Server as close to real-time as possible.	260. a	4		

RS8	Polling Place Polling Operation - Search for an Elector record
<b>Scenario Summary</b>	At the Polling Place, the user searches for Electors using a combination of their information, including residential address and mailing address.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• 1 Elector with 1 record (Step 1)</li> <li>• Multiple Electors with 1 record (Step 2,3,4,6)</li> <li>• Multiple Electors with the last name "Smith" in both PDs associated to the Polling Place and PDs not associated to the Polling Place</li> <li>• 1 Elector with multiple records (step 5)</li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D12 and other local components have a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	30

Scenario Activities		Perform with (if applicable)
1	Search for an Elector using a combination of Elector name and date of birth	D12
2	Search for an Elector using their address (Civic)	D12
3	Search for an Elector using their address (STRM)	D12
4	Search for an Elector using their address (LC)	D12
5	Modify search scope from Polling Place to ED	D12
6	Search for an Elector using "Smith" as their last name	D12
7	Modify filter to display only records in Correct Polling Place.	D12
8	Search for an Elector using their Elector information and wildcards	D12
9	Search for an Elector using the beginning of one or more elements of the Elector information	D12
10	Verify the E-Poll Device's audit log has recorded the searches	D12
11	Turn off/Hibernate the E-Poll Device	D12



#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device should provide an on-screen keyboard for numerical or special data capture purposes, when the physical keyboard does not have separate keys for these characters.	11	2		
2	In addition or in conjunction with any other audit logging requirements identified in ANNEX A - APPENDIX E.9 – SECURITY CONTROL PROFILE (SCP), the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: <ul style="list-style-type: none"> <li>a. Date/time stamp</li> <li>b. the active set of PDs for which the device was operating</li> <li>c. the identity of the E-Poll Device used to create the transaction</li> <li>d. EO identification (all EO credentials in effect for the transaction)</li> <li>e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.)</li> <li>f. Operation result (i.e. success or fail)</li> <li>g. additional information which describes the context and effect of the operation.</li> </ul>	45	4		
3	The E-Poll Device must, when any search matches more than one record for an Elector and none have a voted status, sort records so that the "Active" record is first, followed by "Inactive" records, if any.	69	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
4	The E-Poll Device must provide the ability to search for an Elector on the List of Electors using any combination of any leading portion of: <ul style="list-style-type: none"> <li>a. Elector's name expressed in two fields:                             <ul style="list-style-type: none"> <li>i. Last name</li> <li>ii. Given Names</li> </ul> </li> <li>b. Elector's Year of birth</li> <li>c. Elector's address expressed as any type specified in ANNEX A – APPENDIX E.1 – EC Address Type Definitions</li> </ul>	72	4		
5	The E-Poll Device must, when any search matches more than one record, display for each Elector (on a single scrollable screen), at minimum: <ul style="list-style-type: none"> <li>a. last name</li> <li>b. first name</li> <li>c. residential address (formatted as one value)</li> <li>d. year of birth</li> <li>e. gender</li> <li>f. Polling Division</li> <li>g. Sequence Number</li> <li>h. current voted status</li> <li>i. Polling Place status</li> <li>j. list of elector record status</li> </ul>	73	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
6	The E-Poll Device must, when any search matches records for more than one Elector, display all matching Electors in an ordered list sorted by Elector name and address.	73.a	4		
7	The E-Poll Device must, when a search is in progress, or complete, restrict the set of results shown to 50 Electors or less.	73.b	4		
8	Whenever the E-Poll Solution restricts the set of results shown to 50 Electors or less because more than 50 are returned, the E-Poll Device must issue an Information Message to the effect that too many results match the search, please provide additional search information.	73.c	4		
9	The E-Poll Device must, when a list of matches is displayed (one or more Elector records), provide for the EO the ability to select one Elector, and proceed to a detailed view where all list information is viewable for the Elector, and from which the EO may allow the Elector to vote (i.e. the same result as if a VIC was scanned).	74	4		
10	The E-Poll Device should provide the ability to filter any search result to either all Electors or only "Correct" Polling Place status Electors.	77	2		
11	The E-Poll Device must, whenever a search is performed using any part of an Elector's address, search both the residential and mailing address of the list of Elector records.	79	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
12	The E-Poll Device should, whenever an EO searches by address, provide the ability for the EO to specify the address type as one of the types defined in ANNEX A - APPENDIX E.1, and collect the appropriate component fields for the selected address type, namely: <ul style="list-style-type: none"> <li>a. Civic</li> <li>b. STRM</li> <li>c. L/C</li> <li>d. non-conforming</li> </ul>	80	3		
13	The E-Poll Device should provide the ability to search for an Elector using a full Canada Post civic address which includes: <ul style="list-style-type: none"> <li>a. Number (Street Number)</li> <li>b. Suffix (A, B, C etc.)</li> <li>c. Apt/Unit</li> <li>d. Street Name</li> <li>e. Street Type</li> <li>f. Street Direction</li> <li>g. Municipality</li> <li>h. Postal code</li> </ul>	80.a	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
14	The E-Poll Device should provide the ability to search for an Elector using a Canadian STRM address type which includes: a. Section b. Township c. Range d. Meridian e. Municipality f. Postal code	80.b	3		
15	The E-Poll Device should provide the ability to search for an Elector using a Canadian Lot/Concession (L/C) address type which includes: a. Lot b. Concession c. Municipality d. Postal code	80.c	3		
16	The E-Poll Device must support wild card searches on name and address field searches.	81	4		
17	The E-Poll Device must provide the ability to locate Elector records using partial matches using the search criteria entered as matching the first part of Elector record fields.	81.a	4		
18	The E-Poll Device must provide the ability to select the scope of a search for an Elector record from within: Polling Place or ED.	84	4		
19	The E-Poll Device must default the search scope to search for an Elector record from within Polling Place.	84.a	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
20	The E-Poll Device must contain the list of electors for every polling division within an ED.	84.b	4		
21	The E-Poll Device should, when any search matches no records, but the address matches a record in the Poll Key, return an Information Message to the effect that the address is in the Poll Key, but no matching Elector has been found at that address.	88	3		
22	The E-Poll Solution must support multiple list records provided by EC for the same Elector (same Elector Identifier). (There will be typically zero or one "Active" record – the current record, and one or more "Inactive records" – outdated records.	243	4		
23	All E-Poll Solution components must support an average user wait time for a visible interaction with the E-Poll Solution component below 1 second.	329	4		
24	All E-Poll Solution components must not exceed a maximum user wait time for a visible interaction with the E-Poll Solution component of more than 3 seconds. (based on one average ED of data – approximately 150,000 Elector test data records as provided by EC).	330	4		

RS9	Polling Place Polling Operation - Register an Elector
<b>Scenario Summary</b>	At the Polling Place, the user registers an Elector that is not yet on the list.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• No record with Elector information exists in the data.</li> <li>•</li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components has a Polling Place state of “Open”</li> <li>• E-Poll Device D12 and other local components has a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	20

Scenario Activities		Perform with (if applicable)
1	Turn on the E-Poll Device	D12
2	Log into the E-Poll Device - 2 user logins	D12
3	Activate registration function	D12
4	Enter some information	D12
5	Abandon the transaction and return to the search for a new elector.	D12
6	Activate registration function	D12
7	Capture Elector’s information	D12
8	Capture Elector’s signature	D12
9	Strike the Elector’s name	D12
10	Mark the Elector as voted	D12
11	Reverse back and view the captured Elector information screen	D12
12	Verify record has been synched to the other E-Poll Device in Polling Place	D11
13	Verify record has been synched to the CCS	CCS
14	Verify the E-Poll Device's audit log	D12

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must, at any time while processing an Elector, enable the EO to cancel the current step using a "back" or "previous" function, and return to the previous context without losing the work done to that point.	12	4		
2	The E-Poll Device should, at any time while processing an Elector, enable the EO to cancel every step in order since the beginning of the Elector transaction using a "back" or "previous" function, and return to every previous context without losing the work done to that point.	12.a	3		
3	The E-Poll Device should, at any time while processing an Elector up to the point that an Elector is Struck, enable the EO to cancel every step since the beginning of the Elector transaction using a "restart" function, and return to the search Elector function.	12.b	2		
4	In addition or in conjunction with any other audit logging requirements identified in ANNEX A - APPENDIX E.9 – SECURITY CONTROL PROFILE (SCP), the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: <ul style="list-style-type: none"> <li>a. Date/time stamp</li> <li>b. the active set of PDs for which the device was operating</li> <li>c. the identity of the E-Poll Device used to create the transaction</li> <li>d. EO identification (all EO credentials in effect for the transaction)</li> <li>e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.)</li> <li>f. Operation result (i.e. success or fail)</li> <li>g. additional information which describes the context and effect of the operation.</li> </ul>	45	4		
5	The E-Poll Device must, if an Elector is not on the List of Electors for the Polling Place (or the EO chooses an inactive record on the List of Electors), and the EO determines that they are eligible to vote at the Polling Place, provide the ability	90	4		



#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
	<p>to register the Elector. This requires the capture of the following information (in the following list, a value must be provided by the EO for all items marked as compulsory before the record Registration can be accepted as complete):</p> <ul style="list-style-type: none"> <li>a. Elector's name expressed in three fields:                             <ul style="list-style-type: none"> <li>i. Last name (compulsory);</li> <li>ii. First name (compulsory);</li> <li>iii. Middle name</li> </ul> </li> <li>b. Elector's Date of birth expressed in three fields:                             <ul style="list-style-type: none"> <li>i. day (optional);</li> <li>ii. month (optional);</li> <li>iii. year (optional)</li> </ul> </li> <li>c. Elector's Gender (optional)</li> <li>d. Elector's email address (optional)</li> <li>e. Elector's telephone number (optional)</li> <li>f. Elector's residential address (compulsory) expressed as any supported residential address type in ANNEX A – APPENDIX E.1 – EC Address Type Definitions</li> <li>g. A check box (compulsory checked unless item h is provided) to indicate that the mailing address is the same as the residential address, or</li> <li>h. Elector's mailing address expressed as any supported mailing address type in ANNEX A – APPENDIX E.1 – EC Address Type Definitions</li> <li>i. Elector's previous residential address expressed as any supported residential address type in ANNEX A – APPENDIX E.1 – EC Address Type Definitions</li> <li>j. Elector's Electronic Signature (compulsory)</li> <li>k. Elector's option to exclude themselves from the National Register Of Electors (default is opting in).</li> <li>l. A drop-down list showing the type of ID used with the options:                             <ul style="list-style-type: none"> <li>i. One piece of government issued photo ID with name and address;</li> <li>ii. One piece of ID and VIC;</li> <li>iii. Two pieces of ID, at least one with address;</li> <li>iv. Two pieces of ID and Attestation of Residence</li> </ul> </li> </ul>				
6	The E-Poll Device must, whenever an address is captured, and in particular for an addition or change to the List of Electors, provide the ability for the EO to specify	94	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
	the address type and collect the appropriate component fields for the selected address type as described in ANNEX A - APPENDIX E.1.				
7	The E-Poll Device must, whenever an address is captured and address type is STRM, ensure a municipality name is provided (i.e. municipality name becomes compulsory).	95	4		
8	The E-Poll Device must, whenever an address is captured, and the address purpose is as a mailing address (i.e. the address type is mailing address, or the address is a residential address and the "mailing address is the same" checkbox is selected), ensure a postal code is provided (i.e. postal code becomes compulsory).	96	4		
9	The E-Poll Device should, whenever an address is being entered, assist in identifying a correct valid address from the set of EC addresses by proactively displaying address options matching portions of the address entered so far from the EC Poll Key.	97	3		
10	The E-Poll Device must, when a residential address has been entered during a Registration, using the address information entered, search the EC Poll Key for a matching entry (for which the street number falls in the correct range), and populate the PD associated with the address.	98	4		
11	The E-Poll Device must, whenever an address is captured for an Elector Registration, and the address is not found in the EC Poll Key, flag the address as new.	98.a	4		
12	The E-Poll Device must, whenever an EO attempts to complete a Registration, if the address cannot be found on the EC Poll Key, issue a Barrier Message to the EO to the effect that the address cannot be validated, and that a valid address must be specified, or the EO must select the PD for the address.	98.b	4		
13	The E-Poll Device must, when registering an Elector, allow an EO to choose a PD from the list of PDs of the Polling Place.	98.c	4		
14	The E-Poll Device must, when registering an Elector, if the EO chooses a PD from the list of PDs and then alters the address so that it is found on the EC Poll Key,	98.d	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
	overwrite the PD chosen by the EO with the value from the EC Poll Key.				
15	The E-Poll Device must, when registering an Elector, if the EO chooses a PD from the list of PDs after the address is found on the EC Poll Key, not overwrite the PD chosen by the EO with the value from the EC Poll Key.	98.e	4		
16	The E-Poll Device must, whenever an EO attempts to complete a Registration, after the PD is identified (or chosen by the EO in the event that the address is not found in the Poll Key), set the Polling Place status as follows: a. "Correct": the PD matches the Polling Place; the Elector is eligible to vote here. b. "Incorrect PD": the Elector is on the List of Electors for the Electoral District, but not for the current Polling Place. c. "Incorrect ED": the Elector's address is found on the Poll Key in another ED.	99	4		
17	The E-Poll Device must whenever an EO attempts to complete a Registration, if the Polling Place status resulting from the Registration PD is "Incorrect PD" or "Incorrect ED", issue a Barrier Message preventing the Registration from completing with a message to the effect that the Elector is at the wrong Polling Place and may not vote.	99.a	4		
18	The E-Poll Device must, whenever an EO successfully completes a Registration, set the Elector voted status to "Not Voted".	100	4		
19	The E-Poll Device must, whenever an EO successfully completes a Registration, set the Elector list record status to "Active".	101	4		
20	The E-Poll Device should, whenever a Registration is completed (i.e. before striking and issuing a ballot to a new registered Elector), perform a search for the Elector based on the information entered in the Registration, and if a match is found on the List of Electors, display the matching record with a Warning Message to the EO to the effect that a matching Elector has been found on the list, and allow the EO to: a. select the matching record in the displayed result, or b. complete the Registration	102	2		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
21	The E-Poll Device must, whenever an Elector's residential address is changed, using the Poll Key, populate the Polling Division associated with the address.	110	4		
22	The E-Poll Device must, whenever an Elector's residential address is changed, using the Poll Key, if the address cannot be found, issue a Warning Message to the EO to the effect that the address cannot be validated.	110.a	4		
23	The E-Poll Device must, whenever an Elector's residential address is changed, if the address cannot be validated but the EO proceeds, require the EO to select a Polling Division from the list of PDs of the Polling Place.	110.b	4		
24	The E-Poll Device must, whenever an Elector's residential address is changed, set the Polling Place status as follows: a. "Correct": the PD matches the Polling Place; the Elector is eligible to vote here. b. "Incorrect PD": the Elector is on the List of Electors for the Electoral District, but not for the current Polling Place c. "Incorrect ED": the Elector's address is found on the Poll Key in another ED.	111	4		
25	The E-Poll Device must, whenever the device is powered on, require entering two EO names and corresponding passwords from the database of EO credentials to enable the application.	200	4		
26	The E-Poll Device must require the credentials of two EOs to open the poll (i.e. activate and operate polling functions).	201	4		
27	The E-Poll Device must, whenever the device is powered down partially (sleep/hibernate) or completely, restore the last state of operation when the device is powered on. The E-Poll Device must still require two EO names and corresponding passwords to enable the application.	202	4		
28	The E-Poll Solution must support automatic upload of Registrations at the polls from all E-Poll Devices to the Contractor Central Server as close to real-time as possible.	260.b	4		

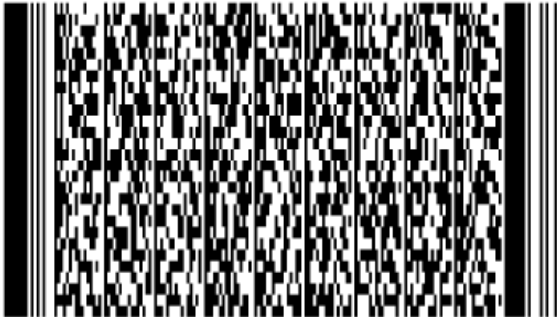
<b>RS10</b>	<b>Polling Place Polling Operation - Register an Elector with an inactive record and add a poll book entry</b>
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector that is on the list of Electors with an Inactive record. The user creates poll book entries of several types.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Elector records with:                             <ul style="list-style-type: none"> <li>○ Voting status = Not Voted</li> <li>○ Revision status = Inactive</li> <li>○ Polling Place status = Correct</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	10

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	Search for the Elector	D11
2	Select the matching Inactive record	D11
3	Register the elector by verifying the Elector information and Capture Elector signature	D11
4	Strike the Elector’s name	D11
5	Mark the Elector as voted	D11
6	View ballot balance report	D11
7	Activate Poll Book function	D11
8	Capture relevant information for a stolen ballot	D11
9	Activate Poll Book function	D11
10	Capture relevant information for an act of mischief	D11
11	Activate Poll Book function	D11

12	Capture relevant information for an event disrupting polling operations	D11
13	Verify poll book entries have been created	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must, for newly registered Electors, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), that an Elector has been allowed to vote (Struck) – (i.e., added to the list and Struck).	103	3		
2	The E-Poll Device must, for newly registered Electors, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), that an Elector has returned their ballot (an Elector Marked as Voted).	104	4		
3	The E-Poll Device must, when an EO chooses an "Inactive" Elector record for the Elector, pre-populate the Elector information of the Registration function with the record data, and require the Registration function to successfully complete before the Elector may be allowed to vote.	108	4		
4	The E-Poll Device must, when an EO attempts to Strike an Elector, and the Elector Polling Place status is any status other than "Correct", prevent the Strike, issue a Barrier Message to the effect that the Elector must register (or have a transfer certificate), and use the record from the List of Electors to populate the register function, if the EO chooses to continue.	114	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
5	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), linked to the Elector, when an Elector does not return their ballot.	141	3		
6	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), linked to the Elector, when an Elector places an unauthorized object in the ballot box, or performs other acts of mischief.	142	3		
7	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), when any event disrupts polling operations.	143	3		
8	The E-Poll Solution must enable the record of an Elector registered or corrected by an E-Poll Device in a Polling Place to be retrieved by another E-Poll Device at a another Service Point within the same Polling Place, and permit the user to complete the process of voting.	175	4		
9	The E-Poll Device must share all E-Poll transaction information (registrations, corrections, Struck electors, Poll Book entries etc.) collected by each device within a Polling Place with all other devices within that Polling Place (either through a Polling Place central server or on a peer-to-peer basis).	262	4		

RS11	Polling Place Polling Operation - Register an Elector using an EC E-registration application; manage ballots used at the Service Point																				
<b>Scenario Summary</b>	At the Polling Place, the user registers an Elector not on the list by capturing the Elector information from a pre-printed EC E-registration form. The user updates the number of ballots in various states.																				
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>No record with Elector information exists in the data.</li> </ul>																				
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>CCS is operational</li> <li>Connection between CCS and PP1 is established</li> <li>E-Poll Device D11 and other local components have a Polling Place state of “Open”</li> </ul> <p><b>*EC will provide a barcode containing the Elector information</b>                      Example of a barcode from a pre-printed EC E-registration form</p> <div style="display: flex; align-items: center;">  <div style="font-family: monospace; font-size: 12px;">                         EC78525 1DF159C3FC440001AAE4112EBAB01AAF   Smith                           Robert Roy 777-456-7891 1 1945 05 04                           777-456-7891 2 RRSmith@email.com                           955 Lucille way  Ottawa ON K4A4H9                           PO Box 555   Ottawa Ontario Canada X1X1X1 1  2014-11                     </div> </div> <table border="0" style="width: 100%; margin-top: 20px;"> <tr> <td style="width: 33%;">1. Form's ID</td> <td style="width: 33%;">11. Month of Birth</td> <td style="width: 33%;">21. Mailing Address Line 1</td> </tr> <tr> <td>2. Form's GUID (Globally Unique Identifier)</td> <td>12. Day of Birth</td> <td>22. Mailing Address Line 2</td> </tr> <tr> <td>3. N/A</td> <td>13. Phone Number 2</td> <td>23. Mailing Apartment Number</td> </tr> <tr> <td>4. N/A</td> <td>14. Language (1 = English, 2 = French)</td> <td>24. Mailing City</td> </tr> <tr> <td>5. Last Name</td> <td>15. Email</td> <td>25. Mailing Province</td> </tr> <tr> <td>6. First Name</td> <td>16. Address Line 1</td> <td>26. Mailing Country</td> </tr> </table>			1. Form's ID	11. Month of Birth	21. Mailing Address Line 1	2. Form's GUID (Globally Unique Identifier)	12. Day of Birth	22. Mailing Address Line 2	3. N/A	13. Phone Number 2	23. Mailing Apartment Number	4. N/A	14. Language (1 = English, 2 = French)	24. Mailing City	5. Last Name	15. Email	25. Mailing Province	6. First Name	16. Address Line 1	26. Mailing Country
1. Form's ID	11. Month of Birth	21. Mailing Address Line 1																			
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3. N/A	13. Phone Number 2	23. Mailing Apartment Number																			
4. N/A	14. Language (1 = English, 2 = French)	24. Mailing City																			
5. Last Name	15. Email	25. Mailing Province																			
6. First Name	16. Address Line 1	26. Mailing Country																			



	7. Middle Name	17. Apartment Number	27. Mailing Postal Code
	8. Phone Number 1	18. City	28. Opt out from the National Register of Electors (1 = Yes, 0 = No)
	9. Gender (1 = Male, 2 = Female)	19. Province	29. N/A
	10. Year of Birth	20. Postal Code	30. Form's Version
<b>Completion time (mins)</b>	10		

Scenario Activities		Perform with (if applicable)
1	Activate registration function	D11
2	Scan 2D barcode on EC form	D11
3	Capture Elector's signature	D11
4	Strike the Elector's name	D11
5	Mark the Elector as voted	D11
6	View ballot balance report	D11
7	Remove 10 ballots from the total of blank ballots	D11
8	Manually add 1 spoiled ballot	D11
9	Manually add 1 stolen ballot	D11
10	Add 20 ballots to the total of blank ballots	D11
11	View ballot balance report	D11
12	Verify poll Book entry for ballot adjustment	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device should provide the ability to scan an EC E-Registration application 2D barcode, and use the encoded data to populate Elector information when registering an Elector.	106	3		
2	The E-Poll Device must, during the operation of the poll, provide the ability for an EO to record: <ul style="list-style-type: none"> <li>a. A number of any additional Blank Ballots provided for use by the Service Point.</li> <li>b. A number of Unused Ballots removed from the Service Point to be added to another Service Point (i.e. a transfer of ballots between Service Points).</li> </ul>	150	4		
3	The E-Poll Device must, during the operation of the poll, provide a function for the EO to display a ballot balance report which shows: <ul style="list-style-type: none"> <li>a. The net total of Unused Ballots and each addition or removal of Unused Ballots provided for use by the Service Point.</li> <li>b. The net total of used ballots and subtotal by each use:                             <ul style="list-style-type: none"> <li>i. The number of Electors Struck on the List of Electors</li> <li>ii. The number of Electors who are recorded as voted in error and who have taken the requisite Oath and voted</li> <li>iii. The number of Registrations</li> <li>iv. The number of Electors voted under Transfer Certificate</li> <li>v. The number of Spoiled Ballots</li> <li>vi. The number of lost or stolen ballots</li> </ul> </li> </ul>	151	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
	c. The number of Unused Ballots that should be remaining to the EOs at the Service Point.				
4	The E-Poll Device should, during the operation of the poll, provide a continuous status display of the number of Unused Ballots that should be currently available at the Service Point as the total number provided, less Used Ballots (Electors Struck, Spoiled Ballots, and Lost Ballots).	151.a	3		
5	The E-Poll Device must, during the operation of the poll, provide a function for the EO to manually adjust the number of Lost or Spoiled Ballots.	152	4		
6	The E-Poll Device should, whenever the number of Lost or Spoiled Ballots is manually adjusted, prompt the EO to enter a free text reason, and record the Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries) linked to the manual adjustment.	152.a	3		
7	The E-Poll Device should, upon entry of the number of ballots provided or removed from the Service Point, require the first and last ballot serial numbers to be entered and calculate and display the number of ballots based on the ballots being consecutively numbered between these points. (Note: there may be more than one range of ballot serial numbers to consider, and the EO must be able to enter a set of ranges and have the E-Poll Device calculate the total from the set of ranges).	158.a	3		

RS12	Polling Place Polling Operation - Register an Elector with Oath of residence
<b>Scenario Summary</b>	At the Polling Place, the user registers an Elector and administers an Oath of residence.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• No record with Elector information exists in the data.</li> <li>• New Elector information, which contains French characters in both name and address.</li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	10

Scenario Activities		Perform with (if applicable)
1	Activate registration function	D11
2	Capture elector information (with French characters in name and address)	D11
3	Activate the oath of residence function	D11
4	Search and select the attestor's record	D11
5	Provide the attestor with the Oath	D11
6	Capture the attestor's signature	D11
7	Provide the Elector with the Oath	D11
8	Change the language of the Oath	D11
9	Capture the Elector's signature	D11
10	Strike the Elector's name	D11
11	Mark the Elector as voted	D11
12	Verify poll book entry created for the Elector and for the attestor.	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must, for any information which must be shown to the Elector, provide the information in both Official Languages (English and French).	2	4		
2	The E-Poll Device must, for any information which must be shown to the Elector, provide the ability for the Elector to toggle between Official Languages (English or French) displaying one or the other.	2.a	3		
3	The E-Poll Solution must support display, search and capture of the ISO 8859-1 character set (specifically Canadian French characters).	4	4		
4	The E-Poll Solution must support a Canadian bilingual keyboard.	5	4		
5	The E-Poll Device must provide the ability to capture an Electronic Signature for one or more persons when required to do so per these requirements (See "ANNEX A - APPENDIX E.2 – Specification for Poll Book entries").	50	4		
6	The E-Poll Device must wherever an Elector’s Electronic Signature is collected, display the text of the Oath (or declaration) as well as any information referred to by the Oath or declaration, and log the signature with the text of the Oath as displayed.	50.a	4		
7	The E-Poll Device should whenever an Elector takes an Oath or signs a declaration, at minimum, capture the information described in "ANNEX A - APPENDIX E.2 – Specification for Poll Book entries" for the condition requiring the Elector to take the Oath or sign the declaration.	51	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
8	The E-Poll Device should, whenever the EO initiates an Oath so that one Elector may attest to the residence of another, and the attesting Elector lives within the PD of the Elector for whom they are attesting, capture information in a Poll Book entry per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries.	89	3		
9	The E-Poll Device should, when configured to do so, whenever the EO initiates an Oath so that one Elector may attest to the residence of another, and the attesting Elector does not live within the PD of the Elector, capture information in a Poll Book entry per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries.	89.a	3		
10	The E-Poll Device should, if an attesting Elector is not found on the list for the Polling Place, issue a Warning Message to the effect that the Elector must reside within the same PD, and permit the EO to cancel or continue.	89.b	3		
11	The E-Poll Device should, if there is a record of the attesting Elector having already attested for another Elector, issue a Barrier Message to the effect that the Elector has already attested for another Elector, and may only attest for one Elector.	89.c	3		
12	The E-Poll Device should, if there is a record of the attesting Elector having been attested for by another Elector, issue a Barrier Message to the effect that the Elector cannot attest for another Elector's residence because their own residence has been attested for.	89.e	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
13	The E-Poll Device should, if an Elector is not on the List of Electors and the EO determines that they are eligible to vote, provide the ability for the EO to administer an Oath of Residence (see requirement p.2.1) prior to initiating, or during the Registration function.	105	3		
14	The E-Poll Device must, whenever a Written Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A - APPENDIX E.2 – Specification for Poll Book entries, including an Electronic Signature.	145	4		

RS13	<b>Polling Place Polling Operation - Process an Elector with VIC and a status of Voted</b>
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector with VIC that is on the list of Electors as already voted. The user administers the Oath for an elector marked as voted in error.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Elector with only 1 record:                             <ul style="list-style-type: none"> <li>○ Voting status = Voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Correct</li> <li>○ A scannable VIC for the Elector record above</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	10

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	Scan the Elector's VIC	D11
2	Select the matching record	D11
3	Attempt to strike the Elector and verify Barrier Message	D11
4	Activate the Elector marked as voted in error oath	D11
5	Provide the oath to the Elector	D11
6	Capture Elector's signature	D11
7	Strike the Elector's name	D11
8	Mark the Elector as voted	D11
9	Verify poll book entry created for the Elector	D11



#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must display the Elector voted status as one of the following: a. "Not Voted": There is no E-Poll record that the Elector has voted b. "Voted SVR": There is an E-Poll record that the Elector has voted under SVR c. "Voted Adv.": There is an E-Poll record that the Elector has voted at an Advance Poll d. "Voted": There is an E-Poll record that the Elector has already voted.	66	4		
2	The E-Poll Device must, whenever Elector information is displayed for an Elector for whom the voted status is other than "Not Voted", display a clear visual cue to direct the EO's attention to this exceptional circumstance.	124	4		
3	The E-Poll Device must, whenever an EO attempts to Strike an Elector, and the Elector status is any other than "Not Voted", display a Barrier Message to the effect that the Elector must first take an Oath, and prevent the Strike.	125	4		
4	The E-Poll Device must, whenever the status of the active Elector record is any other than "Not Voted", provide the option for the EO to record the administration of an Oath for an Elector Struck in error.	126	4		
5	The E-Poll Device should, whenever the EO initiates the option to administer an Oath for an Elector Struck in error, capture the following information: a. Link to the Elector on list b. Elector's Electronic Signature	127	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
6	The E-Poll Device must, whenever an EO completes the administration of an Oath for an Elector Struck in error, create a duplicate of the voted status Elector record on the list, set the voted status of the duplicate Elector record to "Not Voted", and allow the EO to Strike the Elector and Mark the Elector as Voted using this new record on the List of Electors.	128	4		
7	The E-Poll Device must, whenever a Written Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A - APPENDIX E.2 – Specification for Poll Book entries, including an Electronic Signature.	145	4		

<b>RS14</b>	<b>Polling Place Polling Operation - Process an Elector with VIC, at the wrong Polling Place and correct ED</b>
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector who's on the list, has a VIC but does not belong to a PD served at that Polling Place.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Elector with only 1 record:                             <ul style="list-style-type: none"> <li>○ Voting status = Not voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Incorrect</li> <li>○ A scannable VIC for the Elector record above</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of "Open"</li> </ul>
<b>Completion time (mins)</b>	5

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	Scan the Elector's VIC	D11
2	Select the matching record	D11
3	Attempt to Strike the Elector and verify Barrier Message	D11
4	Cancel the voting process, i.e. return to elector search.	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	<p>The E-Poll Device must calculate the Elector Polling Place status as one of the following:</p> <ul style="list-style-type: none"> <li>a. "Correct": The PD for the Elector's residential address matches the list of PDs for the Polling Place.</li> <li>b. "Incorrect PD": The PD for the Elector's residential address does not match the list of PDs for the Polling Place, but the address is within the ED.</li> <li>c. "Incorrect ED": The ED for the Elector's residential address does not match the ED for the Polling Place.</li> </ul>	63	4		
2	<p>The E-Poll Device should, whenever an EO attempts to Strike an Elector, if the Elector's PD does not match the Polling Place, but the Elector's ED matches the ED of the Polling Place:</p> <ul style="list-style-type: none"> <li>a. provide a Warning Message to the EO to the effect that the Elector is not allowed to vote at this Polling Place, and that a Poll Book entry must be made to allow the Elector to vote,</li> <li>b. provide a choice to the EO to cancel or continue to allow the Elector to vote, and</li> <li>c. if the EO selects continue, record an entry in the Poll Book that the override was used.</li> </ul>	122	4		

RS15	<b>Polling Place Polling Operation - Process an Elector with a Transfer Certificate</b>
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector with a white copy of a Transfer Certificate who's on the list of Electors for the ED in a PD not served at that Polling Place. The user views the list of Electors report.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Elector with only 1 record:                             <ul style="list-style-type: none"> <li>○ Voting status = Not voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Incorrect</li> <li>○ Transfer Certificate</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components has a Polling Place state of "Open"</li> </ul>
<b>Completion time (mins)</b>	15

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
<b>1</b>	Search for Elector	D11
<b>2</b>	Select matching record	D11
<b>3</b>	Activate Transfer Certificate function	D11
<b>4</b>	Capture Transfer Certificate information	D11
<b>5</b>	Strike the Elector	D11
<b>6</b>	Mark the Elector as voted	D11
<b>7</b>	Verify poll book entry	D11
<b>8</b>	Activate the view List of Electors report	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	<p>The E-Poll Device must, when an Elector record is found and selected by the EO, and the record polling placePolling Place status is "Incorrect PD", provide the ability for the EO to capture a Poll Book entry with the information described in ANNEX A - APPENDIX E.2 - Specification for Poll Book entries whenever an Elector is identified as voting with a Transfer Certificate:</p> <ul style="list-style-type: none"> <li>a. The Transfer Certificate number (compulsory)</li> <li>b. Elector's name:                             <ul style="list-style-type: none"> <li>i. Last name (compulsory)</li> <li>ii. Given Names (optional)</li> </ul> </li> <li>c. Elector's residential address (compulsory) expressed as any type identified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions</li> <li>d. The Elector's normal (“from”) Polling Division (from the Transfer Certificate).</li> <li>e. The Elector's new (“to”) Polling Division (from the Transfer Certificate).</li> <li>f. Elector Issued Ballot (Striking an Elector)</li> <li>g. Elector returned ballot (Mark Elector as Voted)</li> </ul>	119	4		
2	<p>The E-Poll Device must, for Electors voting with a Transfer Certificate, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), that an Elector has returned their ballot (Mark an Elector as Voted).</p>	121	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
3	The E-Poll Device must provide a reporting function which can be activated by the EO at any time during the polling day which shows the List of Electors, on screen, in reverse order that people voted (i.e. latest first) with both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status).	133	4		
4	The E-Poll Device must provide a reporting function which can be activated by the EO at any time during the polling day which shows the complete List of Electors for the Polling Place, on screen, ordered by PD and Sequence Number with both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status).	134	4		

<b>RS16</b>	<b>Polling Place Polling Operation - Process an Elector with VIC, an oath of qualification to vote and a spoiled ballot</b>
<b>Scenario Summary</b>	At the Polling Place, the user locates an Elector that is on the List of Electors with the correct status to vote, but before the Elector is struck the user challenges the qualification to vote of the Elector and administers an oath. The user records that the ballot was spoiled then marks the Elector as voted.
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• Elector with only 1 record:                             <ul style="list-style-type: none"> <li>○ Voting status = Voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Correct</li> </ul> </li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components has a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	15

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
<b>1</b>	Scan the Elector's VIC	D11
<b>2</b>	Select the matching record	D11
<b>3</b>	Activate Qualification to Vote Oath	D11
<b>4</b>	Capture relevant information	D11
<b>5</b>	Provide the verbal oath to the Elector	D11
<b>6</b>	Strike the Elector's name	D11
<b>7</b>	Activate the spoiled ballot function	D11
<b>8</b>	Record a ballot spoiled for the Elector	D11
<b>9</b>	Mark the Elector as voted	D11
<b>10</b>	Verify poll book entry created for the Elector	D11



#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must, between when an Elector is Struck and when the Elector is Marked as Voted, show the EO the option to accept a Spoiled Ballot and reissue a replacement ballot.	129	4		
2	The E-Poll Device must, each time an EO selects the option to accept a Spoiled Ballot and reissue a ballot, issue an Information Message to the effect that Electors who mishandle their ballot are only entitled to one additional ballot, and that they must cast the replacement ballot.	130	4		
3	The E-Poll Device should provide the ability for an EO to initiate an Oath at any time during the voting process to respond to an ad-hoc identification of need when an Elector requests an interpreter.	131	3		
4	The E-Poll Device should provide the ability for an EO to initiate an Elector Oath at any time during the voting process to respond to an ad-hoc identification of need when an Elector requests assistance to mark the ballot.	132	3		
5	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries) that an Oath was taken, linked to the Elector, when an Elector request the assistance of another person to mark their ballot.	132.a	3		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
6	The E-Poll Device should provide the ability for an EO to initiate the process of Elector Oath taking at any time during the voting process to respond to an ad-hoc request from a Candidate, Candidate representative or EO who challenges an Elector’s qualification or residence.	136	3		
7	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries) that an Oath was taken, linked to the Elector, when: a. A Candidate, Candidate Representative or EO challenges an Elector's qualification. b. A Candidate, Candidate Representative or EO has doubts about an Elector’s residence.	137	3		
8	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries), linked to the Elector, when an Elector refuses to take an Oath when asked to do so.	140	3		
9	The E-Poll Device must, whenever a verbal Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A - APPENDIX E.2 – Specification for Poll Book entries.	144	4		

<b>RS17</b>	<b>Polling Place Polling Operation - Process an Elector with unreadable VIC in a disconnected mode</b>
<b>Scenario Summary</b>	At the Polling Place, the user processes an Elector with an unreadable VIC while the E-Poll Device is disconnected from the CCS
<b>Data requirement</b>	<ul style="list-style-type: none"> <li>• An Elector record with:                             <ul style="list-style-type: none"> <li>○ Voting status = Not Voted</li> <li>○ Revision status = Active</li> <li>○ Polling Place status = Correct</li> </ul> </li> <li>• A un-scannable VIC for the Elector record above, the information in the barcode is available to enter manually</li> </ul>
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational.</li> <li>• No communication between PP2 and CCS while processing the Elector</li> <li>• E-Poll Devices D21 and D22 are operational at Polling Place PP2.</li> </ul>
<b>Completion time (mins)</b>	15

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	Interrupt/Break E-Poll Devices connectivity to Data Center	D21 and D22
2	Manually enter the Elector's VIC barcode information	D21
3	Select the matching record	D21
4	Strike the Elector's name	D21
5	Mark the Elector as voted	D21
6	Verify record has been synched to the other E-Poll Device in the Polling Place	D22
7	Power off the E-Poll Device	D21
8	Re-establish connectivity	D22
9	Verify that data from D21 has been synched to the CCS via D22	CCS
10	Power on the E-Poll Device	D21
11	Log into the E-Poll Device - 2 user login	D21

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device must provide the ability to search for an Elector on the List of Electors by entering the barcode number from the Voter Information Card (VIC).	60.a	4		
2	The E-Poll Device must continue working without interruption or deterioration of Elector facing functions when the application has no wide area connectivity to servers external to the Polling Place.	254	4		
3	The E-Poll Device must, at minimum, function using one or more stand-alone devices with no Polling Place external network access.	255	4		

RS18	Polling Place Polling Operation - Business Continuity - E-Poll Devices
<b>Scenario Summary</b>	At the Polling Place, the user simulates an E-Poll Device failure and demonstrates recovery in the required time, and without any data loss.
<b>Data requirement</b>	N/A
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational.</li> <li>• E-Poll Devices D11 and D12 are operational at Polling Place PP1.</li> <li>• E-Poll Device D13 is in a box, configured, with initial data loaded, ready to be deployed at Polling Place PP1.</li> </ul>
<b>Completion time (mins)</b>	35

Scenario Activities		Perform with (if applicable)
1	Scan the Elector's VIC	D11
2	Select the matching record	D11
3	Try to access record using 2nd Device	D12
4	Strike the Elector's name	D11
5	Simulate E-Poll Device failure (i.e. cut the power by removing the battery)	D11
6	Replace E-Poll Device D11 with E-Poll Device D13; resume work at Polling Place PP1	D11 and D13
7	Scan the Elector's VIC	D13
8	Select the matching record	D13
9	Verify no data was lost, checking that the last Elector processed is still marked as voted.	D13
10	Verify the E-Poll Device's audit log	D13
11	Verify record has been synched to the CCS	CCS

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support inter-communication between E-Poll Devices at the Polling Place (LAN).	227	4		
2	The Contractor must maintain the following recovery time objectives and the recovery point objectives for the E-Poll Devices: a. On Polling Days, the Recovery Time Objective is 5 minutes to a recovery point within 2 minutes.	289	4		

RS19	ECHQ (and RO Office) - Infrastructure Monitoring Solution
<b>Scenario Summary</b>	At ECHQ, the user monitors E-Poll Devices operating within a selected ED and across all EDs.
<b>Data requirement</b>	N/A
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational.</li> <li>• E-Poll Device D11 was inactive and business continuity activities were performed at Polling Place PP1.</li> <li>• E-Poll Device D21 works in disconnected mode for a while, then business continuity activities were performed at Polling Place PP2 when D21 was inactive.</li> <li>• E-Poll Device D31 is operational at Polling Place PP3.</li> </ul>
<b>Completion time (mins)</b>	20

Scenario Activities		Perform with (if applicable)
1	Display activity for E-Poll Devices, with their state over time. E-Poll Device D11 and D21 must display inactivity periods, from when they were malfunctioning. E-Poll Device D21 must display an off state for the time when it worked in disconnected mode.	CCS
2	Interrupt/Break E-Poll Device D21 connectivity to Data Center	D21
3	Display activity for E-Poll Devices, with their state over time (Device D21 must be marked as off).	CCS
4	Re-establish connectivity between E-Poll Device D21 and Data Center	D21
5	Display activity for E-Poll Devices, with their state over time (Device D21 must be marked as active).	CCS
6	Display audit logs from E-Poll Device D21 on the CCS	CCS

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The Contractor should make the audit logs available for EC to view in real-time, or as close to that as possible, through a graphical User Interface that is hosted by the Contractor Central Server. This interface should provide the ability to extract these logs.	59	3		
2	The E-Poll Device must, after activation with one or more EO credentials, as soon as internet connectivity permits, report to the Contractor Central Server the device Polling Place, E-Poll Device identifier and device state.	256	4		
3	The E-Poll Device must, after any change of device state, as soon as internet connectivity permits, report the current E-Poll Device state to the Contractor Central Server with the device Polling Place and E-Poll Device identifier.	257	4		
4	The Contractor must proactively monitor E-Poll Solution components, to detect and correct faults and, using trend analysis of incidents across time, to reduce the number of instances of performance degradation and corrective maintenance in accordance with the roles and responsibilities described in ANNEX I – SERVICE MANAGEMENT.	338	4		



RS20	Polling Place Post-Polling - Close of Poll
<b>Scenario Summary</b>	At the Polling Place, the user closes the poll at his Service Point.
<b>Data requirement</b>	N/A
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational</li> <li>• Connection between CCS and PP1 is established</li> <li>• E-Poll Device D11 and other local components have a Polling Place state of “Open”</li> </ul>
<b>Completion time (mins)</b>	5

Scenario Activities		Perform with (if applicable)
<b>1</b>	Activate the close of poll function	D11
<b>2</b>	Verify that the user no longer has access to poll operation functions	D11
<b>3</b>	Activate the re-open poll function, i.e. reverse the close of poll (three logins)	D11
<b>4</b>	Activate the close of poll function	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
<b>1</b>	The E-Poll Device must provide a "close of poll" function that must place the device in a "closed poll" state, disabling poll operation functions and, on Election Day only, providing access to the set of capabilities that support reporting of manual counting.	162	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
2	When the "close of poll" function is selected, the E-Poll Device must issue a Warning Message to the effect that this must disable all polling functions and initiate support for the counting process; EOs should use the "Pause Poll" function to temporarily stop serving Electors during the polling day.	163	4		
3	The E-Poll Device must provide a function from the closed poll state to re-activate operation of the polling device by entering two EO credentials (including an SEO) and corresponding passwords from the database of EO credentials, returning the device to the "open" state.	178	4		

<b>RS21</b>	<b>Polling Place Post-Polling - Ballot Counting</b>
<b>Scenario Summary</b>	At the Polling Place, the user balances the ballots at his Service Point, records the count of ballots per candidate per PD using the E-Poll Device, and views the statement of the vote report.
<b>Data requirement</b>	N/A – All activities previously performed on the solution will be used
<b>Setup requirement</b>	E-Poll Device D11 and other local components have a Polling Place state of “Close”
<b>Completion time (mins)</b>	20

<b>Scenario Activities</b>		<b>Perform with (if applicable)</b>
1	View the Service Point ballot balance report	D11
2	Confirm number of spoiled ballots	D11
3	Record count of unused ballots	D11
4	Record 1 ballot for Candidate A in PD 1	D11
5	Record 1 ballot for Candidate B without a PD	D11
6	Record 1 ballot rejected	D11
7	Activate the objection function	D11
8	Capture relevant information	D11
9	View results of the manual count for the Service Point	D11
10	Correct the results after a manual recount	D11
11	Complete the record of the count and view the Statement of the Vote report for the Service Point.	D11
12	Verify the poll book entry for the ballot objection	D11

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Device should provide the ability for an EO to record an entry in the Poll Book (per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries) during counting, after the close of polls, when a Candidate, a Candidate representative challenges interpretation of a ballot which includes the decision on whether the ballot was counted or not.	138	3		
2	The E-Poll Device should, whenever a Poll Book entry is created for an objection, generate an objection number, starting at 1, and increasing sequentially, and record that objection number with the Poll Book entry and issue an Information Message to the effect that the EO must write the following objection number on the back of the ballot.	139	3		
3	The E-Poll Device must, when all Service Points are closed, allow each Service Point to produce a Polling Place Statement of The Vote report which is the sum of all the E-Poll Device results per ANNEX A - APPENDIX E.3 Specification for Reports	147	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
4	<p>The E-Poll Device must, after the close of the Service Point polling operation (and for use before the opening of the ballot box for counting), provide a function for the EO to display a Service Point ballot balance report which shows:</p> <ul style="list-style-type: none"> <li>a. A subtotal of the expected number of used ballots as the difference between:                             <ul style="list-style-type: none"> <li>i. The net total of Unused Ballots and each addition or removal of Blank Ballots provided for use by the Service Point.</li> <li>ii. The number of remaining Unused Ballots entered after the close of the poll.</li> </ul> </li> <li>b. The total number of voted Electors as the sum of:                             <ul style="list-style-type: none"> <li>i. The number of Electors Struck on the list</li> <li>ii. The number of Electors who were recorded as voted in error and who have taken the requisite Oath and voted</li> <li>iii. The number of Registrations</li> <li>iv. The number of Electors voted under Transfer Certificate</li> </ul> </li> <li>c. The total number of used ballots as the sum of:                             <ul style="list-style-type: none"> <li>i. The total number of voted Electors (from b above)</li> <li>ii. The number of Spoiled Ballots</li> <li>iii. The number of Lost ballots</li> </ul> </li> <li>d. Whether or not the subtotal of a. (expected Used Ballots) matches c. (the total number of Used Ballots).</li> </ul>	164	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
5	The E-Poll Device must, after the close of the Service Point polling operation, provide the ability for an EO to: <ul style="list-style-type: none"> <li>a. Record a count of the number of Unused Ballots</li> <li>b. Confirm and adjust if needed the number displayed of Spoiled Ballots by the E-Poll Device</li> </ul>	165	4		
6	The E-Poll Device must, if the number of Unused Ballots does not match the balance of the total number of ballots they have received (tracked by the E-Poll Device and already present) less the number of ballots the E-Poll Device has recorded as used (also tracked by the E-Poll Device and already present), issue a Warning Message to try to resolve the discrepancy before opening the ballot box.	165. a	4		
7	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, provide the ability for EOs to record 1 ballot counted for the candidate and then for the PD as indicated on the ballot (see: ANNEX A – APPENDIX C.3 – Counting Process Conceptual Solution).	166	4		
8	The E-Poll Device must, during the hand count of the ballots, whenever a ballot is rejected, record 1 ballot counted as rejected instead of for a candidate (see: ANNEX A – APPENDIX C.3 – Counting Process Conceptual Solution).	167	4		
9	The E-Poll Device must, during the hand count of the ballots, whenever a ballot does not have a PD identified, record 1 ballot counted as a blank PD instead of for a PD (see: ANNEX A – APPENDIX C.3 – Counting Process Conceptual Solution).	168	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
10	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, provide a confirmation screen which confirms the candidate (or rejected) and PD (or blank PD) for which the ballot is being recorded, and at this time enable the EO to initiate an objection function.	169	4		
11	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, when an objection function is initiated from the confirmation screen, create a Poll Book entry for objection to ballot interpretation per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries.	170	4		
12	The E-Poll Device must, during the count of the ballots, for each ballot manually counted, when the objection function is initiated from the confirmation screen, generate a unique sequential objection number, starting at 1 and incrementing by 1, which the EO will record on the back of the ballot, and which will be recorded in the Poll Book entry per ANNEX A – APPENDIX E.2 – Specification for Poll Book entries.	171	4		
13	The E-Poll device must, once all ballots have been hand counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) does not match the number of Electors Marked as Voted, issue a Warning Message for the EOs to recount and verify the number of ballots counted for each candidate, and those rejected, to try to resolve the discrepancy.	172	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
14	The E-Poll Device must, once all ballots have been hand counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) matches the number of Electors Marked as Voted, enable a function which permits the EO to close the poll.	173	4		
15	<p>The E-Poll Device must, when the close Service Point function is activated, provide an opportunity for each EO, and up to 20 witnesses to digitally endorse the reported results of the manual count for the Service Point as follows:</p> <p>The total number of ballots issued to the Service Point is the same as the total of:</p> <ul style="list-style-type: none"> <li>a. The number of ballots not cast:                             <ul style="list-style-type: none"> <li>i. The number of Unused Ballots</li> <li>ii. The number of Spoiled Ballots</li> </ul> </li> <li>b. The number of Cast Ballots:                             <ul style="list-style-type: none"> <li>i. The number of Rejected Ballots</li> <li>ii. The number of ballots counted for each Candidate</li> <li>iii. The number of lost or stolen ballots</li> </ul> </li> </ul>	174	4		
16	The E-Poll Device must, once all ballots have been manually counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) does not match the number of Electors Marked as Voted, provide a function which requires a supervising EO to enter their credentials to close the poll with the imbalance.	179	4		



RS22	RO Office - E-Poll Device Decommissioning
<b>Scenario Summary</b>	At the RO Office, the user performs all activities required to decommission an E-Poll Device, including uploading all E-Poll Device data to CCS, obtaining confirmation of readiness for decommissioning, and removes all EC data from the E-Poll Device.
<b>Data requirement</b>	N/A
<b>Setup requirement</b>	<ul style="list-style-type: none"> <li>• CCS is operational.</li> <li>• E-Poll Device D11 is operational, working for Polling Place PP1.</li> </ul>
<b>Completion time (mins)</b>	15

Scenario Activities		Perform with (if applicable)
1	Upload local data and audit logs from E-Poll Device to CCS	D11
2	Obtain confirmation code that all local data has been properly uploaded to the CCS	D11, CCS
3	Confirm the E-Poll Device can be decommissioned	CCS
4	Decommission E-Poll Device	D11
5	Confirm E-Poll Device is decommissioned	D11
6	Confirm the E-Poll Device has been decommissioned	CCS

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
1	The E-Poll Solution must generate and provide full audit logs of operations performed on E-Poll Solution components, both within the Contractor Central Server and within all E-Poll Devices.	54	4		
2	All Contractor Central Server audit logs must be available for access by EC through the Contractor Central Server as they are generated.	57	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
3	All E-Poll Device audit logs must be available for access by EC through the Contractor Central Server immediately upon upload from E-Poll Devices.	58	4		
4	The E-Poll Solution must provide a function, to be implemented by ACs in the ORO in accordance with requirements 183 and 184, which, after uploading all information resulting from operation of the E-Poll Devices at the polls from the E-Poll Devices to the Contractor Central Server and obtaining the confirmation code identified in Requirement 261, removes all EC data from the device.	185	4		
5	After Election Day, the E-Poll Solution must enable ROs and ACs, at the RO office, to offload all data from the devices to the Contractor Central Server.	189	4		
6	E-Poll Devices must not permit decommissioning (data cleansing) until it is placed in a state, by the Contractor Central Server after confirmation that all data has been uploaded to the Contractor Central Server, such that it can be decommissioned.	190	4		
7	The E-Poll Solution must provide all necessary infrastructure (servers, network components, storage devices, procedures, power management and other supplies) as an E-Poll RO Kit necessary to access the Contractor Central Server from the ORO and to support loading of data onto the devices from the Contractor Central Server in preparation for deployment to the polls, and offloading of all data from the devices to the Contractor Central Server in preparation for removal of EC data and decommissioning the devices.	231	4		

#	PoS Rated Evaluation Criteria	SOR ID #	Req. Category	Demonstrated Solution Functionality (None/ Partial/ Full)	Explanation
8	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of any Polling Day, as close to real-time as possible or as soon as connectivity permits, automatically upload all Service Point operational data and logs from the E-Poll Device to the Contractor Central Server.	260.e	4		
9	Upon receipt of all data that must be uploaded from an E-Poll Device, the Contractor Central Server must generate a unique random five alphanumeric character confirmation code of the form AAnnA for issue to the E-Poll Device to confirm the device may be decommissioned by the AC.	261	4		
10	The E-Poll Device must, after the device is placed into a closed state at the end of any Polling Day, upon successful completion of upload of all Service Point operational data and logs from the device to the Contractor Central Server, obtain from the Contractor Central Server the unique confirmation code identified in requirement 261 and display this code to the EO.	261.a	4		

**TABLE D – RATED PROPOSED PLAN CRITERIA**

**The Rated Proposed Plan Criteria are worth 33% of the Technical Evaluation (25% of the overall total in the determination of the highest ranked bidder).**

The Rated Proposed Plan is complimentary to the Rated Technical Evaluation and Rated PoS Evaluation. The Rated Proposed Plan evaluates five aspects of the Proposed Plan as defined in Table D below.

Using TEMPLATE B – PROPOSED PLAN TEMPLATE, the bidder should submit a plan as indicated in the SOW – ANNEX A – APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE, which includes all Essential Requirements, as well as all other requirements (high, medium or low) that the bidder is committing to deliver.

The bidder’s proposed plan will be evaluated against the following criteria, and receive up to 5 points per element:

Criteria #	Rated Technical Evaluation Criteria	Max Points
<p><b>RP1</b></p>	<p>The degree of thoroughness of the proposed plan in accordance with section 1 of the TEMPLATE B – PROPOSED PLAN TEMPLATE:</p> <ul style="list-style-type: none"> <li>• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll operational requirements (excepting security) without time overrun or non-completion: 5 Points</li> <li>• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and demonstrates that delivery risk of E-Poll operational requirements (excepting security) is being managed to a moderate probability of time overrun or non-completion: 3 Points</li> <li>• The proposed plan is high-level, with weaknesses or gaps, and demonstrates that there is a high probability of time overrun or non completion of the E-Poll operational requirements (excepting security): 1 Point</li> <li>• The proposed plan is incomplete or not applicable to the requirement: 0 Points</li> </ul>	<p>5</p>

Criteria #	Rated Technical Evaluation Criteria	Max Points
<p><b>RP2</b></p>	<p>The degree of thoroughness of the proposed plan in accordance with section 2 of the TEMPLATE B – PROPOSED PLAN TEMPLATE:</p> <ul style="list-style-type: none"> <li>• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll security requirements without time overrun or non-completion: 5 Points</li> <li>• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and indicates a moderate probability of E-Poll security requirements having time overrun or non-completion: 3 Points</li> <li>• The proposed plan is high-level, with weaknesses or gaps, and indicates that there is a high probability of time overrun or non completion of the E-Poll security requirements: 1 Point</li> <li>• The proposed plan is incomplete or not applicable to the requirement: 0 Points</li> </ul>	<p>5</p>
<p><b>RP3</b></p>	<p>The degree of thoroughness of the proposed plan in accordance with section 3 of the TEMPLATE B – PROPOSED PLAN TEMPLATE:</p> <ul style="list-style-type: none"> <li>• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll deployment requirements without time overrun or non-completion: 5 Points</li> <li>• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and indicates a moderate probability of E-Poll deployment requirements having time overrun or non-completion: 3 Points</li> <li>• The proposed plan is high-level, with weaknesses or gaps, and indicates a high probability of time overrun or non completion of the E-Poll deployment requirements: 1 Point</li> <li>• The proposed plan is incomplete or not applicable to the requirement: 0 Points</li> </ul>	<p>5</p>

Criteria #	Rated Technical Evaluation Criteria	Max Points
<p><b>RP4</b></p>	<p>The degree of thoroughness of the proposed plan in accordance with section 4 of the TEMPLATE B – PROPOSED PLAN TEMPLATE:</p> <ul style="list-style-type: none"> <li>• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll management requirements without time overrun or non-completion: 5 Points</li> <li>• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and indicates a moderate probability of E-Poll management requirements having time overrun or non-completion: 3 Points</li> <li>• The proposed plan is high-level, with weaknesses or gaps, and indicates a high probability of time overrun or non completion of the E-Poll deployment requirements: 1 Point</li> <li>• The proposed plan is incomplete or not applicable to the requirement: 0 Points</li> </ul>	<p>5</p>
<p><b>RP5</b></p>	<p>Evidence of innovative methods and approach in regard to the product lifecycle management (development, deployment and operation), yet in compliance with the SOW:</p> <p>Significant innovation evident: 5 Points                      Partially innovation evident: 3 Points                      Minimal innovative evident: 1 Point</p>	<p>5</p>

**SECTION D – BIDDER RESPONSE TEMPLATES**

**TEMPLATE A – CLIENT REFERENCE TEMPLATE**

Project # [Bidder to Insert]	
<b>Bidder name</b>	
<b>Client Identification</b>	Project title
	Client name
	Client address
	Client contact name
	Client contact title
	Client telephone no.
	Client e-mail address
Project Description	

**TEMPLATE B – PROPOSED PLAN TEMPLATE**

Bidder Reference # <b>[Bidder to Insert]</b>	
Bidder name	
<b>ANNEX A – APPENDIX E – SOR</b>	<b>Description</b>
<p>1) E-Poll Solution development, for each requirement in the ANNEX A – APPENDIX E – STATEMENT OF REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>a. How the Contractor is grouping requirements for delivery (work packages, or development packages that become test releases);</li> <li>b. Dates the Contractor plans to deliver each requirement and package;</li> <li>c. How the Contractor will manage the activities (test environments, teams, communications with EC); and</li> <li>d. How the Contractor plans the migration to production ready systems for By-Elections and General Elections.</li> </ul>	



<b>Bidder Reference # [Bidder to Insert]</b>	
<p>2) Contractor participation in the EC SA&amp;A program as follows:</p> <ul style="list-style-type: none"><li>a. Defined security related roles and responsibilities for each organization participating in the development and implementation of the E-Poll Solution;</li><li>b. Schedule for the development and implementation of the controls in the SCP in ANNEX A – APPENDIX E.9 – SECURITY REQUIREMENTS of the SOW; and</li><li>c. Dates the Contractor plans to deliver deliverables associated with the SA&amp;A in Section 29.01 – Contractor Deliverable Schedule.</li></ul>	

<b>Bidder Reference # [Bidder to Insert]</b>	
<b>ANNEX A – APPENDIX G – ELECTORAL EVENT DEPLOYMENT SCHEDULES</b>	<b>Description</b>
<p>3) E-Poll Solution deployment description for each deployment requirement for Electoral Events:</p> <ul style="list-style-type: none"> <li>a. How the Contractor is grouping the requirements;</li> <li>b. Dates the Contractor plans to deliver each requirement in compliance with ANNEX A – APPENDIX G – ELECTORAL EVENT DEPLOYMENT SCHEDULES; and</li> <li>c. How the Contractor will manage the activities (procurement of hardware, simulations, imaging of the systems, transportation and deployment to the offices of the Returning officers and Additional Assistant Returning Officers, support during the electoral event, and decommissioning of the E-poll devices).</li> </ul>	

<b>Bidder Reference # [Bidder to Insert]</b>	
<b>ANNEX A – APPENDIX H – CONTRACT MANAGEMENT; ANNEX A – APPENDIX I – SERVICE MANAGEMENT</b>	<b>Description</b>
<p>4) E-Poll Solution Project Governance, Organization and Management, which describes how the Contractor proposes to do the following:</p> <ul style="list-style-type: none"> <li>a. Manage the project stakeholders and govern the activities, including what the roles and responsibilities of each are in accordance with ANNEX A – APPENDIX H – CONTRACT MANAGEMENT; and</li> <li>b. Manage the Product Development Life Cycle and Product Operations Services in accordance with ANNEX A – APPENDIX I – SERVICE MANAGEMENT.</li> </ul>	

# Instructions

On this sheet, enter value Y or N in Bidder will Deliver (I) for each requirement below.

If responded Y to (I), insert appropriate information in column (J) and (K).

SOR ID #	Requirements	EC Milestones	EC Category	(I) Bidder Will Deliver (Y/N)	(J) Bidder Milestones or Work/Development packages	(K) Bidder Delivery Date	Warning Messages
1.	The E-Poll Solution must provide the ability for users to work in the Official Language of their choice (English or French) such that all labels and messages, including error messages appear in the chosen language of the user.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
1.a	The E-Poll Solution should provide the ability for users to toggle between Official Language of their choice (English or French) such that all labels and messages, including error and barrier messages appear in the chosen language of the user.	G / R3 - U	3				
2.	The E-Poll Device must, for any information which must be shown to the Elector, provide the information in both Official Languages (English and French).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
2.a	The E-Poll Device must, for any information which must be shown to the Elector, provide the ability for the Elector to toggle between Official Languages (English or French) displaying one or the other.	G / R3 - U	3				
3.	The E-Poll Device must, whenever information is shown in both languages at the same time, if the province of the Polling Place address is Quebec, show the French language before the English language, otherwise, show the English language before the French language.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
4.	The E-Poll Solution must support display, search and capture of the ISO 8859-1 character set (specifically Canadian French characters).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
5.	The E-Poll Solution must support a Canadian bilingual keyboard.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
6.	The E-Poll Device must use best practice process wizard techniques to guide EOs through the various voting process scenarios, ensuring that compulsory information is completed before the EO can proceed to the next step.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
7.	The E-Poll Device must be operable by an EO following a maximum of two hours of training.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
8.	The E-Poll Device must provide a highly accessible User Interface, with the minimum default display size for text being 6mm (¼") in height when measured on the display used by the E-Poll Device.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
8.a	The E-Poll Device should provide the ability for the EO to adjust the text size font displayed on the E-Poll Device.	G / R3 - U	2				
9.	The E-Poll Device should provide EOs with ability to configure the brightness of the device's screen.	G / R3 - U	2				
10.	The E-Poll Device should provide EOs with ability to configure the level of sound (volume) on any of the E-Poll Solution components except the device used to scan VICs.	G / R3 - U	2				
11.	The E-Poll Device should provide an on-screen keyboard for numerical or special data capture purposes, when the physical keyboard does not have separate keys for these characters.	G / R3 - U	2				
12.	The E-Poll Device must, at any time while processing an Elector, enable the EO to cancel the current step using a "back" or "previous" function, and return to the previous context without losing the work done to that point.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
12.a	The E-Poll Device should, at any time while processing an Elector, enable the EO to cancel every step in order since the beginning of the Elector transaction using a "back" or "previous" function, and return to every previous context without losing the work done to that point.	B / R2 - U	3				

12.b	The E-Poll Device should, at any time while processing an Elector up to the point that an Elector is Struck, enable the EO to cancel every step since the beginning of the Elector transaction using a "restart" function, and return to the search Elector function.	B / R2 - U	2			
13.	The E-Poll Device must provide the ability for an EO to reverse a transaction performed by the EO on the E-Poll Device for the last Elector Marked as Voted (ballot returned).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
13.a	The E-Poll Device must, whenever an Elector Strike or Elector Marked as Voted transaction is reversed, prompt the EO to create a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) explaining the reversal.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
13.b	The E-Poll Device must, after an Elector is Struck, prohibit any changes or reversal to transactions performed pertaining to all Electors prior to the one just Struck.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
14.	The E-Poll Solution must, at any time the component (E-Poll Device or CCS) is performing an operation which takes longer than one second, provide a visual cue that the component is operating (e.g. spinning cursor, status bar, etc.).	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
15.	The E-Poll Device should, whenever a VIC is scanned, issue an audible 'beep' at a sound level comparable to normal conversational levels (between 55 and 60 db).	G / R3 - U	3			
15.a	The E-Poll Device should not permit EOs to mute the scanning beep of the device used to scan VICs.	G / R3 - U	3			
16.	The E-Poll Device should display the current local time based on the Polling Place time zone.	B / R2 - A	1			
17.	The E-Poll Device should provide a stand which allows swivel/angle of the device to present to the Elector or to make it easier to use for the EO. (e.g. a stand which rotates 360 degrees on a horizontal plane to face either the EO or the Elector, and also has a 90 degree vertical sweep to angle the display toward the face of the current user).	G / R3 - S	3			
18.	The E-Poll Device should use a handheld bar code reader or, if using a camera as the device which reads barcodes, provide a holder to assist in scanning of barcodes on VICs and other barcoded documents.	B / R2 - I	3			
19.	The E-Poll Device Kit must provide a carrying case for each E-Poll Device and all necessary supporting Polling Place E-Poll Solution Components which must enable EOs to securely transport the E-Poll Solution components to and from Polling Places.	G / R3 - S	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
19.a	The E-Poll Device Kit carrying case must not exceed 40 Litres (2440 cubic inches) and no single dimension exceeding 50 cm (20 inches).	G / R3 - S	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
19.b	The E-Poll Device Kit carrying case must provide the necessary protection to ship the package by ground or air without damage under normal handling conditions.	G / R3 - S	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
19.c	The E-Poll Device Kit carrying case must have a carrying handle for transporting the unit using only one hand.	G / R3 - S	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
19.d	The E-Poll Device Kit carrying case may have a sling or strap for carrying on the shoulder.	G / R3 - S	2			
19.e	The E-Poll Device Kit carrying case for each E-Poll Device with all Polling Place E-Poll Solution components inside, must not exceed 9kg (19.8 pounds).	G / R3 - S	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
19.f	The E-Poll Device Kit carrying case may have wheels for easier transportation by an EO.	G / R3 - S	2			
20.	The E-Poll Device must be deployable from the E-Poll Device Kit carrying case, ready for operation by an EO, within a maximum of 15 minutes.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
21.	The E-Poll Device must be operable using one outlet (plug) on a standard 15A 100-120V circuit, or less.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
22.	The E-Poll Device must be operable from battery for a minimum of 14 hours, with all necessary batteries being included in the carrying case (in this duration, up to two disruptions, each of 5 minutes or less, for replacing batteries, is acceptable).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
22.a	The E-Poll Device replacement batteries must be rechargeable separate from the E-Poll Device (for recharging while the E-Poll Device is in use with another battery), with any separate recharging station or power cords being included in the carrying case.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

23.	The E-Poll Devices must be simple appliances that are turned on and operate as required with no requirement for on-site, or over-the-wire technical support. (The Contractor is not required to provide physical assistance to any site other than EC, ORO, AARO offices, and the site(s) of the Contractor Central Server(s)).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
24.	The Contractor must deliver intuitive, user-centric systems and services that adopt and leverage best practices in solution design, such as but not limited to a system that must: a. Ensure consistent and standardized User Interface in the E-Poll Solution. b. Guide the users by providing context sensitive help messages and visual process maps provided by EC, when requested. c. Design an Intuitive User Interface by adhering to best practices in interface design, such as "Make interactive Objects obvious", "Give Feedback", "Never have users repeat anything", "Always have default values in fields and forms", etc. d. Protect a user from system and human errors, by putting automatic system based fault tolerance features such as putting confirmation steps in user workflows.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
25.	The E-Poll Device should validate user-entered data upon entry at the field level (e.g. data types: dates and numbers, and specific fields with defined structures such as postal codes and telephone numbers must be validated upon entry).	B / R2 - U	3				
26.	Each E-Poll Solution component's look and feel should follow a standard, theme, and text tone across the component.	G / R3 - U	2				
27.	Each E-Poll Solution component's look and feel should draw attention to key buttons using position, size, and/or highlight.	G / R3 - U	2				
28.	Each E-Poll Solution component's look and feel should aid recognition with headers, tooltips, and icons.	G / R3 - U	2				
29.	Each E-Poll Solution component's look and feel should provide brief user instructions and tips in a consistent manner across all controls and displays.	G / R3 - U	2				
30.	All E-Poll Solution components should not collect the same information from the user more than once	G / R3 - U	2				
31.	The E-Poll Solution must support customizable colour selection and other visual configuration options to enable EC to brand the interface in accordance with EC standards (e.g. colours reserved by EC as not representing any political party).	G / R3 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
32.	The E-Poll Device should provide a frequently asked questions function which is accessible at any time during operation, without losing the context of the current Elector transaction, and which provides topic based navigation.	G / R3 - I	3				
33.	The E-Poll Solution should provide a visible code on each user screen which, for the purposes of remote support, allows a user seeking assistance to uniquely verify to a remote support person, the function and step they are currently performing.	G / R3 - I	2				
34.	All E-Poll Device Elector facing functions must be WCAG 2.0 Level AA compliant.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
35.	All E-Poll Device non-Elector, i.e. worker facing, functions should be WCAG 2.0 Level AA compliant.	B / R2 - U	3				
36.	All functions should be WCAG 2.0, Level AAA compliant where applicable.	B / R2 - U	2				
37.	The E-Poll Solution must provide for EC Configurable text for all Oaths displayed to Electors (wherever in these requirements the requirement for an Oath is identified, EC must provide bilingual variants of the final wording of the Oath text).	G / R3 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
38.	The E-Poll Solution should provide for the E-Poll Device, EC Configurable text for all Information Messages, Confirmation Messages, Warning Messages and Barrier Messages displayed to EOs (wherever in these requirements the wording for messages or errors is identified, EC will provide bilingual variants of the final wording of the text).	G / R3 - A	3				
38.a	The E-Poll Solution should provide for EC Configurable labels for all text displayed to EOs.	G / R3 - A	1				
39.	The E-Poll Solution should provide EC the ability to manage the list of approved websites accessible to EOs on the E-Poll Devices.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
40.	The E-Poll Solution must provide for EC, Configurable functionality when determining if the Elector is at the correct Polling Place, to also determine if the Elector may be served by the E-Poll Device based on the Polling Station specified for the Elector, and the Polling Station(s) served by the E-Poll Device.	G / R3 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

41.	The E-Poll Solution should permit Configurable functionality to set the frequency of the updates provided for the Polling Place statement of Electors who have voted (i.e. the level of rounding that occurs on the Electors actual vote time, for example to every thirty minutes or every sixty minutes).	G / R3 - A	3				
42.	The E-Poll Solution should provide configurable process flow which permits EC to design and alter the Elector process, i.e., to insert or remove EO actions such as the need to collect an Electronic Signature, capture an Oath, or make a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries)	G / R3 - A	3				
43.	The E-Poll Solution must permit EC, through a simple configuration, to enable or disable the requirement, for Advance Polls only, to require the EO to capture the Elector's Electronic Signature before allowing the EO to Strike the Elector.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
44.	The E-Poll Solution should support configurable EC defined checklists through the Contractor Central Server in support of E-Poll Devices as follows: a. Setting up the Service Point b. Hand counting the paper ballots c. Packing up the Service Point d. Daily close of Advance Polls e. Change of EO at Service Point	G / R3 - A	3				
44.a	The E-Poll Device should enable EOs to access and use, by affirming each item of the checklist independently, EC configurable checklists which require the EOs to complete all steps for: a. Setting up the Service Point b. Counting of Blank Ballots c. Packing up the Service Point d. Daily close of Advance Polls e. Change of EO at Service Point	G / R3 - U	2				
45.	In addition or in conjunction with any other audit logging requirements identified ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS, the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: a. Date/time stamp b. the active set of PDs for which the device was operating c. the identity of the E-Poll Device used to create the transaction d. EO identification (all EO credentials in effect for the transaction) e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.) f. Operation result (i.e. success or fail) g. additional information which describes the context and effect of the operation.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
46.	The E-Poll Device must provide auditable records which show that all EC information loaded to the device for operation was complete and accurate.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
47.	The E-Poll Solution must provide audit tools and procedures for both the Contractor Central Server and the E-Poll Devices to enable EC to access audit logs for all E-Poll Solution components.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
48.	The E-Poll Solution must preserve all information, never overwriting or otherwise deleting any information during operation (each operation to be logged, each alteration of data to preserve the record as it appeared before alteration) ensuring that each data transaction can be reversed, and that the record of the information initially provided to the Polling Place, and all alterations and additions constitute the final record.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
48.a	The E-Poll Solution must provide a Warning Message when allocated audit record storage volume reaches 75%, 85% and 95% of repository maximum audit record storage capacity.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
48.b	The E-Poll Solution must provide a Barrier Message when allocated audit record storage volume reaches 100% of repository maximum audit record storage capacity which prevents further operation.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
49.	The E-Poll Device must, for every instance of a Warning Message where the EO chooses to continue the operation, record in the audit logs all the information pertinent to the operation and all EO identities in effect at the time (minimum two EOs, and potentially a Supervising EO as well).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

50.	The E-Poll Device must provide the ability to capture an Electronic Signature for one or more persons when required to do so per these requirements (See " ANNEX A – APPENDIX E.2 –Specification for Poll Book entries").	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
50.a	The E-Poll Device must whenever an Elector’s Electronic Signature is collected, display the text of the Oath (or declaration) as well as any information referred to by the Oath or declaration, and log the signature with the text of the Oath as displayed.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
51.	The E-Poll Device should whenever an Elector takes an Oath or signs a declaration, at minimum, capture the information described in "ANNEX A – APPENDIX E.2 –Specification for Poll Book entries" for the condition requiring the Elector to take the Oath or sign the declaration.	R4 - U	3				
52.	The E-Poll Device must whenever two (or more) EOs are prompted to provide login credentials, prompt the user, in both Official Languages, that the first user providing credentials is the operator of the E-Poll Device, and the second credentials provided are another verifying or supervising EO. Configurable wording shall be provided by EC.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
53.	The E-Poll Solution must log all exchange of data and must make these logs available to EC. This includes any exchange of data: a. between the EC’s data centre and the Contractor Central Server b. Between the Contractor Central Server and the Contractor’s Polling Place E-Poll Devices c. Any other bulk exchanges of data which are performed as part of the E-Poll Solution operation (for example, at RO offices).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
54.	The E-Poll Solution must generate and provide full audit logs of operations performed on E-Poll Solution components, both within the Contractor Central Server and within all E-Poll Devices.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
55.	The E-Poll Solution must demonstrate with a high level of assurance that the audit log entries can be relied upon to provide a true record of events at the Service Point and for the entire Polling Place.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
57.	All Contractor Central Server audit logs must be available for access by EC through the Contractor Central Server as they are generated.	B / R2 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
58.	All E-Poll Device audit logs must be available for access by EC through the Contractor Central Server immediately upon upload from E-Poll Devices.	B / R2 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
59.	The Contractor should make the audit logs available for EC to view in real-time, or as close to that as possible, through a graphical User Interface that is hosted by the Contractor Central Server. This interface should provide the ability to extract these logs.	G / R3 - A	3				
60.	The E-Poll Device must provide the ability to search for an Elector on the List of Electors by scanning the barcode on the Voter Information Card (VIC)	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
60.a	The E-Poll Device must provide the ability to search for an Elector on the List of Electors by entering the barcode number from the Voter Information Card (VIC).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
61.	The E-Poll Device should, when entering the VIC barcode manually, pre-populate the first 5 digits of the barcode based on the ED of the Elector.	G / R3 - U	1				
62.	The E-Poll Device must, when any search matches one or more records on the List of Electors, display for each matching Elector record (on a single scrollable screen), at minimum: a. last name b. given names c. residential address d. year of birth e. gender f. Polling Division g. Sequence Number h. current voted status i. Polling Place status j. list of elector record status	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column



62.a	The E-Poll Device should, whenever a VIC scan search matches exactly one record, immediately display a detailed view where all list information for the matching Elector is viewable, and from which the EO may allow the Elector to vote.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
63.	The E-Poll Device must calculate the Elector Polling Place status as one of the following: a. "Correct": The PD for the Elector's residential address matches the list of PDs for the Polling Place. b. "Incorrect PD": The PD for the Elector's residential address does not match the list of PDs for the Polling Place, but the address is within the ED. c. "Incorrect ED": The ED for the Elector's residential address does not match the ED for the Polling Place.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
64.	The E-Poll Device must, when configured by EC in the Contractor Central Server, additionally calculate the Elector Polling Place status as: a. "Incorrect PS": The PS for the Elector does not match the list of PSs served by the Service Point.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
65.	The E-Poll Device must, for each row returned by an Elector search, using the PD on the list for the Elector's residential address, and comparing that to the PDs served by the Polling Place, calculate and display the Elector Polling Place status as it relates to the Elector record.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
66.	The E-Poll Device must display the Elector voted status as one of the following: a. "Not Voted": There is no E-Poll record that the Elector has voted b. "Voted SVR": There is an E-Poll record that the Elector has voted under SVR c. "Voted Adv.": There is an E-Poll record that the Elector has voted at an Advance Poll d. "Voted": There is an E-Poll record that the Elector has already voted.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
67.	The E-Poll Device must, when any search matches more than one record for an Elector (same Elector Identifier), and any record for that Elector is recorded with any voted status, display only the voted record.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
68.	The E-Poll Device must, at minimum, display the Elector list record status as one of these states: a. "Active": this is the current record for the Elector on the List of Electors. b. "Inactive": this is an unconfirmed or outdated record for the Elector on the List of Electors (and when an inactive record is selected, Registration is required and The E-Poll Device must initiate a Registration).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
69.	The E-Poll Device must, when any search matches more than one record for an Elector and none have a voted status, sort records so that the "Active" record is first, followed by "Inactive" records, if any.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
70.	The E-Poll Device must provide the ability for an EO to Strike an Elector that has been found on the list with a list record status of "Active", an Elector status of "Not Voted", and a Polling Place status of "Correct", i.e. to record that an on-the-list Elector has been allowed to vote and issued a ballot.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
70.a	The E-Poll Device must, for Advance Polls only, require the EO to capture the Elector's Electronic Signature before allowing the EO to Strike the Elector (subject to an EC configuration to enable this option).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
71.	The E-Poll Device must provide the ability for an EO to Mark an Elector as Voted for an Elector on the List of Electors who has been Struck and who has returned the ballot issued to them.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
71.a	The E-Poll Device should provide the ability to hold, in a pending state, one previous Elector who is currently voting (i.e. who is Struck, but not yet Marked as Voted) while enabling the EO to begin searching for the next Elector to be served, and allowing all operations for the subsequent Elector to be performed up to, but not including striking the subsequent Elector, and enabling the EO to complete the pending (voting) Elector at any time by marking the pending Elector as voted.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
72.	The E-Poll Device must provide the ability to search for an Elector on the List of Electors using any combination of any leading portion of: a. Elector's name expressed in two fields: i. Last name ii. Given Names b. Elector's Year of birth c. Elector's address expressed as any type specified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

73.	The E-Poll Device must, when any search matches more than one record, display for each Elector (on a single scrollable screen), at minimum: a. last name b. first name c. residential address (formatted as one value) d. year of birth e. gender f. Polling Division g. Sequence Number h. current voted status i. Polling Place status j. list of elector record status	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
73.a	The E-Poll Device must, when any search matches records for more than one Elector, display all matching Electors in an ordered list sorted by Elector name and address.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
73.b	The E-Poll Device must, when a search is in progress, or complete, restrict the set of results shown to 50 Electors or less.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
73.c	Whenever the E-Poll Solution restricts the set of results shown to 50 Electors or less because more than 50 are returned, the E-Poll Device must issue an Information Message to the effect that too many results match the search, please provide additional search information.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
74.	The E-Poll Device must, when a list of matches is displayed (one or more Elector records), provide for the EO the ability to select one Elector, and proceed to a detailed view where all list information is viewable for the Elector, and from which the EO may allow the Elector to vote (i.e. the same result as if a VIC was scanned).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
75.	The E-Poll Device should, when any search matches more than one record, allow the EO to re-sort displayed matching records by any field in the displayed List of Electors.	G / R3 - U	1				
76.	The E-Poll Device should provide the ability to filter any search result to either all Electors or only "Not Voted" status Electors.	G / R3 - U	1				
77.	The E-Poll Device should provide the ability to filter any search result to either all Electors or only "Correct" Polling Place status Electors.	G / R3 - U	2				
78.	The E-Poll Device should provide the ability to filter any search result to either all Elector records or only the "Active" record for each Elector.	G / R3 - U	2				
79.	The E-Poll Device must, whenever a search is performed using any part of an Elector's address, search both the residential and mailing address of the list of Elector records.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
80.	The E-Poll Device should, whenever an EO searches by address, provide the ability for the EO to specify the address type as one of the types defined in ANNEX A – APPENDIX E.1 –EC Address Type Definitions, and collect the appropriate component fields for the selected address type, namely: a. Civic b. STRM c. L/C d. non-conforming	G / R3 - U	3				
80.a	The E-Poll Device should provide the ability to search for an Elector using a full Canada Post civic address which includes: a. Number (Street Number) b. Suffix (A, B, C etc.) c. Apt/Unit d. Street Name e. Street Type f. Street Direction g. Municipality h. Postal code	G / R3 - U	3				

80.b	The E-Poll Device should provide the ability to search for an Elector using a Canadian STRM address type which includes: a. Section b. Township c. Range d. Meridian e. Municipality f. Postal code	G / R3 - U	3				
80.c	The E-Poll Device should provide the ability to search for an Elector using a Canadian Lot/Concession (L/C) address type which includes: a. Lot b. Concession c. Municipality d. Postal code	G / R3 - U	3				
81.	The E-Poll Device must support wild card searches on name and address field searches.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
81.a	The E-Poll Device must provide the ability to locate Elector records using partial matches using the search criteria entered as matching the first part of Elector record fields.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
81.b	The E-Poll Device should provide the ability to locate Elector records when List of Elector record fields match any portion of the search criteria entered.	G / R3 - U	1				
82.	The E-Poll Device should provide the ability to locate Elector records using variations of names (e.g. Bob, Bobby, Robert, Rob), and spellings (e.g. Tammy, Tami) when a variant is entered as search criteria.	G / R3 - U	1				
83.	The E-Poll Device should provide the ability to locate Elector records when List of Elector name fields (i.e. first and last) are reversed.	G / R3 - U	1				
84.	The E-Poll Device must provide the ability to select the scope of a search for an Elector record from within: Polling Place or ED.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
84.a	The E-Poll Device must default the search scope to search for an Elector record from within Polling Place.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
84.b	The E-Poll Device must contain the list of electors for every polling division within an ED.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
84.c	The E-Poll Device should be able to contain the list of electors for every ED within a province.	R4 - U	3				
84.d	The E-Poll Device should be able to access, within the Local Area Network at Polling Place, the list of electors for every ED within Canada.	R4 - U	3				
85.	The E-Poll Device should, when entering search criteria for an Elector record, begin returning matching results after a minimum of 3 characters are entered within a searchable field for last name, given names, or street name.	G / R3 - U	1				
86.	The E-Poll Device should provide name suggestions based on matching names on the List of Electors when the EO enters characters in searchable fields (last name, given names, street name).	G / R3 - U	1				
87.	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data (name and address) to populate the search criteria for an Elector search.	G / R3 - U	1				
88.	The E-Poll Device should, when any search matches no records, but the address matches a record in the Poll Key, return an Information Message to the effect that the address is in the Poll Key, but no matching Elector has been found at that address.	G / R3 - U	3				
89.	The E-Poll Device should, whenever the EO initiates an Oath so that one Elector may attest to the residence of another, and the attesting Elector lives within the PD of the Elector for whom they are attesting, capture information in a Poll Book entry per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	R4 - U	3				

89.a	The E-Poll Device should, when configured to do so, whenever the EO initiates an Oath so that one Elector may attest to the residence of another, and the attesting Elector does not live within the PD of the Elector, capture information in a Poll Book entry per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	R4 - U	3			
89.b	The E-Poll Device should, if an attesting Elector is not found on the list for the Polling Place, issue a Warning Message to the effect that the Elector must reside within the same PD, and permit the EO to cancel or continue.	R4 - U	3			
89.c	The E-Poll Device should, if there is a record of the attesting Elector having already attested for another Elector, issue a Barrier Message to the effect that the Elector has already attested for another Elector, and may only attest for one Elector.	R4 - U	3			
89.d	The E-Poll Device should, if an EO attempts to allow an Elector to attest for themselves, issue a Barrier Message to the effect that Electors cannot attest for themselves.	R4 - U	3			
89.e	The E-Poll Device should, if there is a record of the attesting Elector having been attested for by another Elector, issue a Barrier Message to the effect that the Elector cannot attest for another Elector's residence because their own residence has been attested for.	R4 - U	3			
90.	The E-Poll Device must, if an Elector is not on the List of Electors for the Polling Place (or the EO chooses an inactive record on the List of Electors), and the EO determines that they are eligible to vote at the Polling Place, provide the ability to register the Elector. This requires the capture of the following information (in the following list, a value must be provided by the EO for all items marked as compulsory before the record Registration can be accepted as complete): a. Elector's name expressed in three fields: i. Last name (compulsory); ii. First name (compulsory); iii. Middle name b. Elector's Date of birth expressed in three fields: i. day (optional); ii. month (optional); iii. year (optional) c. Elector's Gender (optional) d. Elector's email address (optional) e. Elector's telephone number (optional) f. Elector's residential address (compulsory) expressed as any supported residential address type in ANNEX A – APPENDIX E.1 –EC Address Type Definitions g. A check box (compulsory checked unless item h is provided) to indicate that the mailing address is the same as the residential address, or h. Elector's mailing address expressed as any supported mailing address type in ANNEX A – APPENDIX E.1 –EC Address Type Definitions i. Elector's previous residential address expressed as any supported residential address type in ANNEX A – APPENDIX E.1 –EC Address Type Definitions j. Elector's Electronic Signature (compulsory) k. Elector's option to exclude themselves from the National Register Of Electors (default is opting in). l. A drop-down list showing the type of ID used with the options: i. One piece of government issued photo ID with name and address; ii. One piece of ID and VIC; iii. Two pieces of ID, at least one with address; iv. Two pieces of ID and Attestation of Residence	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
91.	The E-Poll Device must, whenever a Registration is completed (i.e. before striking and issuing a ballot to a new registered Elector), if no date of birth is provided, issue a Warning Message to the effect that if no date of birth is provided, the Elector must not be added to the National Register Of Electors and must have to register again for future Elections.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
92.	The E-Poll Device must, whenever a Registration is performed in a By-Election, display a Warning Message to the effect that the Elector must have been resident in the ED at the start of revision, (showing the EC provided start of revision date).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
93.	The E-Poll Device must, whenever a Registration is performed in a By-Election, additionally require the following information be entered as part of the Registration: a. Confirmation that the Elector has been resident in the ED since the start of revision.	B / R2 - U	3			
94.	The E-Poll Device must, whenever an address is captured, and in particular for an addition or change to the List of Electors, provide the ability for the EO to specify the address type and collect the appropriate component fields for the selected address type as described in ANNEX A – APPENDIX E.1 –EC Address Type Definitions.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

95.	The E-Poll Device must, whenever an address is captured and address type is STRM, ensure a municipality name is provided (i.e. municipality name becomes compulsory).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
96.	The E-Poll Device must, whenever an address is captured, and the address purpose is as a mailing address (i.e. the address type is mailing address, or the address is a residential address and the "mailing address is the same" checkbox is selected), ensure a postal code is provided (i.e. postal code becomes compulsory).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
97.	The E-Poll Device should, whenever an address is being entered, assist in identifying a correct valid address from the set of EC addresses by proactively displaying address options matching portions of the address entered so far from the EC Poll Key.	G / R3 - U	3				
98.	The E-Poll Device must, when a residential address has been entered during a Registration, using the address information entered, search the EC Poll Key for a matching entry (for which the street number falls in the correct range), and populate the PD associated with the address.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
98.a	The E-Poll Device must, whenever an address is captured for an Elector Registration, and the address is not found in the EC Poll Key, flag the address as new.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
98.b	The E-Poll Device must, whenever an EO attempts to complete a Registration, if the address cannot be found on the EC Poll Key, issue a Barrier Message to the EO to the effect that the address cannot be validated, and that a valid address must be specified, or the EO must select the PD for the address.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
98.c	The E-Poll Device must, when registering an Elector, allow an EO to choose a PD from the list of PDs of the Polling Place.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
98.d	The E-Poll Device must, when registering an Elector, if the EO chooses a PD from the list of PDs and then alters the address so that it is found on the EC Poll Key, overwrite the PD chosen by the EO with the value from the EC Poll Key.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
98.e	The E-Poll Device must, when registering an Elector, if the EO chooses a PD from the list of PDs after the address is found on the EC Poll Key, not overwrite the PD chosen by the EO with the value from the EC Poll Key.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
99.	The E-Poll Device must, whenever an EO attempts to complete a Registration, after the PD is identified (or chosen by the EO in the event that the address is not found in the Poll Key), set the Polling Place status as follows: a. "Correct": the PD matches the Polling Place; the Elector is eligible to vote here. b. "Incorrect PD": the Elector is on the List of Electors for the Electoral District, but not for the current Polling Place. c. "Incorrect ED": the Elector's address is found on the Poll Key in another ED.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
99.a	The E-Poll Device must whenever an EO attempts to complete a Registration, if the Polling Place status resulting from the Registration PD is "Incorrect PD" or "Incorrect ED", issue a Barrier Message preventing the Registration from completing with a message to the effect that the Elector is at the wrong Polling Place and may not vote.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
100.	The E-Poll Device must, whenever an EO successfully completes a Registration, set the Elector voted status to "Not Voted".	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
101.	The E-Poll Device must, whenever an EO successfully completes a Registration, set the Elector list record status to "Active".	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
102.	The E-Poll Device should, whenever a Registration is completed (i.e. before striking and issuing a ballot to a new registered Elector), perform a search for the Elector based on the information entered in the Registration, and if a match is found on the List of Electors, display the matching record with a Warning Message to the EO to the effect that a matching Elector has been found on the list, and allow the EO to: a. select the matching record in the displayed result, or b. complete the Registration	G / R3 - U	2				
103.	The E-Poll Device must, for newly registered Electors, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has been allowed to vote (Struck) – (i.e., added to the list and Struck).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

104.	The E-Poll Device must, for newly registered Electors, provide the ability to record, as a Poll Book entry (ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has returned their ballot (an Elector Marked as Voted).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
105.	The E-Poll Device should, if an Elector is not on the List of Electors and the EO determines that they are eligible to vote, provide the ability for the EO to administer an Oath of Residence (see requirement p.2.1) prior to initiating, or during the Registration function.	R4 - U	3				
106.	The E-Poll Device should provide the ability to scan an EC E-Registration application 2D barcode, and use the encoded data to populate Elector information when registering an Elector.	G / R3 - U	3				
107.	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data to populate Elector information (name and address) when registering an Elector.	G / R3 - U	1				
108.	The E-Poll Device must, when an EO chooses an "Inactive" Elector record for the Elector, pre-populate the Elector information of the Registration function with the record data, and require the Registration function to successfully complete before the Elector may be allowed to vote.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
109.	The E-Poll Device must provide the ability to modify any part of the information constituting the Elector's record on the List of Electors with the exception of the Elector unique identifier, ED, or List of Electors Sequence Number.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
110.	The E-Poll Device must, whenever an Elector's residential address is changed, using the Poll Key, populate the Polling Division associated with the address.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
110.a	The E-Poll Device must, whenever an Elector's residential address is changed, using the Poll Key, if the address cannot be found, issue a Warning Message to the EO to the effect that the address cannot be validated.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
110.b	The E-Poll Device must, whenever an Elector's residential address is changed, if the address cannot be validated but the EO proceeds, require the EO to select a Polling Division from the list of PDs of the Polling Place.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
111.	The E-Poll Device must, whenever an Elector's residential address is changed, set the Polling Place status as follows: a. "Correct": the PD matches the Polling Place; the Elector is eligible to vote here. b. "Incorrect PD": the Elector is on the List of Electors for the Electoral District, but not for the current Polling Place c. "Incorrect ED": the Elector's address is found on the Poll Key in another ED.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
112.	The E-Poll Device should, when a correction is being made to the list of information for an Elector, provide the existing entry for edit, and highlight changed fields.	B / R2 - U	2				
113.	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data to populate Elector information (name and address) when correcting an Elector record.	G / R3 - U	1				
114.	The E-Poll Device must, when an EO attempts to Strike an Elector, and the Elector Polling Place status is any status other than "Correct", prevent the Strike, issue a Barrier Message to the effect that the Elector must register (or have a transfer certificate), and use the record from the List of Electors to populate the register function, if the EO chooses to continue.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
115.	The E-Poll Device must provide the ability for an EO to search the national Poll Key using a residential address to determine an Elector's ED, PD and Polling Place.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
115.a	The E-Poll Device should provide the ability for an EO to search for an address in the poll key (only supporting the civic address type specified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions).	B / R2 - U	3				
116.	The E-Poll Device must, when searching for an Elector, and only an address is entered, and the address is found in the Poll Key database for a different Polling Place, display a Barrier Message to the effect that Electors for that address must either have a Transfer Certificate or they must vote at a different Polling Place, and display the ED, Polling Place name and address associated with the address search criteria.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
117.	The E-Poll Device should, when an Elector is found to be in the wrong Polling Place, provide the ability to display a map of the location of the correct Polling Place.	G / R3 - U	1				
118.	The E-Poll Device should, when an Elector is found to be in the wrong Polling Place, provide the ability to display written directions to the correct Polling Place.	G / R3 - U	1				

119.	The E-Poll Device must, when an Elector record is found and selected by the EO, and the record Polling Place status is "Incorrect PD", provide the ability for the EO to capture a Poll Book entry with the information described in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries whenever an Elector is identified as voting with a Transfer Certificate: a. The Transfer Certificate number (compulsory) b. Elector's name: i. Last name (compulsory) ii. Given Names (optional) c. Elector's residential address (compulsory) expressed as any type identified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions d. The Elector's normal ("from") Polling Division (from the Transfer Certificate). e. The Elector's new ("to") Polling Division (from the Transfer Certificate). f. Elector Issued Ballot (Striking an Elector) g. Elector returned ballot (Mark Elector as Voted)	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
120.	The E-Poll Device must, for Electors voting with a Transfer Certificate, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has been allowed to vote (Strike an Elector) – (i.e., not added to the list per se, because they already appear properly on the list at another Polling Place, but recorded in the Poll Book as having voted at the current Polling Place).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
121.	The E-Poll Device must, for Electors voting with a Transfer Certificate, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has returned their ballot (Mark an Elector as Voted).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
122.	The E-Poll Device should, whenever an EO attempts to Strike an Elector, if the Elector's PD does not match the Polling Place, but the Elector's ED matches the ED of the Polling Place: a. provide a Warning Message to the EO to the effect that the Elector is not allowed to vote at this Polling Place, and that a Poll Book entry must be made to allow the Elector to vote, b. provide a choice to the EO to cancel or continue to allow the Elector to vote, and c. if the EO selects continue, record an entry in the Poll Book that the override was used.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
123.	The E-Poll Device must, whenever an EO attempts to register an Elector, or perform a change of address for an Elector on the list, if the E-Poll Device determines (based on their residential address and national Poll Key) that the Elector's ED does not match the ED of the Polling Place, provide a Barrier Message to the EO (that the Elector is not eligible to vote at this Polling Place).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
124.	The E-Poll Device must, whenever Elector information is displayed for an Elector for whom the voted status is other than "Not Voted", display a clear visual cue to direct the EO's attention to this exceptional circumstance.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
125.	The E-Poll Device must, whenever an EO attempts to Strike an Elector, and the Elector status is any other than "Not Voted", display a Barrier Message to the effect that the Elector must first take an Oath, and prevent the Strike.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
126.	The E-Poll Device must, whenever the status of the active Elector record is any other than "Not Voted", provide the option for the EO to record the administration of an Oath for an Elector Struck in error.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
127.	The E-Poll Device should, whenever the EO initiates the option to administer an Oath for an Elector Struck in error, capture the following information: a. Link to the Elector on list b. Elector's Electronic Signature	R4 - U	3				
128.	The E-Poll Device must, whenever an EO completes the administration of an Oath for an Elector Struck in error, create a duplicate of the voted status Elector record on the list, set the voted status of the duplicate Elector record to "Not Voted", and allow the EO to Strike the Elector and Mark the Elector as Voted using this new record on the List of Electors.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
129.	The E-Poll Device must, between when an Elector is Struck and when the Elector is Marked as Voted, show the EO the option to accept a Spoiled Ballot and reissue a replacement ballot.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
130.	The E-Poll Device must, each time an EO selects the option to accept a Spoiled Ballot and reissue a ballot, issue an Information Message to the effect that Electors who mishandle their ballot are only entitled to one additional ballot, and that they must cast the replacement ballot.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

131.	The E-Poll Device should provide the ability for an EO to initiate an Oath at any time during the voting process to respond to an ad-hoc identification of need when an Elector requests an interpreter.	R4 - U	3				
132.	The E-Poll Device should provide the ability for an EO to initiate an Elector Oath at any time during the voting process to respond to an ad-hoc identification of need when an Elector requests assistance to mark the ballot.	R4 - U	3				
132.a	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) that an Oath was taken, linked to the Elector, when an Elector request the assistance of another person to mark their ballot.	R4 - U	3				
133.	The E-Poll Device must provide a reporting function which can be activated by the EO at any time during the polling day which shows the List of Electors, on screen, in reverse order that people voted (i.e. latest first) with both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
134.	The E-Poll Device must provide a reporting function which can be activated by the EO at any time during the polling day which shows the complete List of Electors for the Polling Place, on screen, ordered by PD and Sequence Number with both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status).	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
135.	The E-Poll Device must record the Strike (issue of ballot) and voted (return of ballot) information for Electors separately from the voted status information provided as part of the EC list to the Polling Place so that both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status) are reportable from the device.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
136.	The E-Poll Device should provide the ability for an EO to initiate the process of Elector Oath taking at any time during the voting process to respond to an ad-hoc request from a Candidate, Candidate representative or EO who challenges an Elector's qualification or residence.	R4 - U	3				
137.	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) that an Oath was taken, linked to the Elector, when: a. A Candidate, Candidate Representative or EO challenges an Elector's qualification. b. A Candidate, Candidate Representative or EO has doubts about an Elector's residence.	R4 - U	3				
138.	The E-Poll Device should provide the ability for an EO to record an entry in the Poll Book (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) during counting, after the close of polls, when a Candidate, a Candidate representative challenges interpretation of a ballot which includes the decision on whether the ballot was counted or not.	R4 - U	3				
139.	The E-Poll Device should, whenever a Poll Book entry is created for an objection, generate an objection number, starting at 1, and increasing sequentially, and record that objection number with the Poll Book entry and issue an Information Message to the effect that the EO must write the following objection number on the back of the ballot.	R4 - U	3				
140.	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), linked to the Elector, when an Elector refuses to take an Oath when asked to do so.	R4 - U	3				
141.	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), linked to the Elector, when an Elector does not return their ballot.	R4 - U	3				
142.	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), linked to the Elector, when an Elector places an unauthorized object in the ballot box, or performs other acts of mischief.	R4 - U	3				
143.	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), when any event disrupts polling operations.	R4 - U	3				
144.	The E-Poll Device must, whenever a verbal Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	R4 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
145.	The E-Poll Device must, whenever a Written Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries, including an Electronic Signature.	R4 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column



146.	The E-Poll Device should provide a function for a supervising EO to enter an EO name, work start time and work end time to aid ROs in identifying which EOs actually worked at polls, where and when versus what was scheduled.	G / R3 - U	1				
147.	The E-Poll Device must, when all Service Points are closed, allow each Service Point to produce a Polling Place Statement of The Vote report which is the sum of all the E-Poll Device results ANNEX A – APPENDIX E.2 –Specification for Poll Book entries	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
148.	The E-Poll Device must provide a "pause poll" function that will place the device in a "paused poll" state, disabling all device functions.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
148.a	The E-Poll Device must provide a "resume poll" function from the "paused poll" state to re-activate operation of the polling device by entering two EO names and corresponding correct passwords from the database of EO credentials, returning the device to the "open poll" state.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
149.	The E-Poll Device should provide a "Mobile Poll" function that will place the device in a "poll in transit" state, disabling all device functions (for use by Mobile Polls to track non-operational time and new location).	G / R3 - U	1				
149.a	The E-Poll Device should provide a "resume poll" function from the "poll in transit" state to re-activate operation of the polling device by entering two EO names and corresponding correct passwords from the database of EO credentials, returning the device to the "open poll" state, and prompting the EO to select a new location for the Mobile Poll (for use by Mobile Polls to track location).	G / R3 - U	1				
150.	The E-Poll Device must, during the operation of the poll, provide the ability for an EO to record: a. A number of any additional Blank Ballots provided for use by the Service Point. b. A number of Unused Ballots removed from the Service Point to be added to another Service Point (i.e. a transfer of ballots between Service Points).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
151.	The E-Poll Device must, during the operation of the poll, provide a function for the EO to display a ballot balance report which shows: a. The net total of Unused Ballots and each addition or removal of Unused Ballots provided for use by the Service Point. b. The net total of used ballots and subtotal by each use: i. The number of Electors Struck on the List of Electors ii. The number of Electors who are recorded as voted in error and who have taken the requisite Oath and voted iii. The number of Registrations iv. The number of Electors voted under Transfer Certificate v. The number of Spoiled Ballots vi. The number of lost or stolen ballots c. The number of Unused Ballots that should be remaining to the EOs at the Service Point.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
151.a	The E-Poll Device should, during the operation of the poll, provide a continuous status display of the number of Unused Ballots that should be currently available at the Service Point as the total number provided, less Used Ballots (Electors Struck, Spoiled Ballots, and Lost Ballots).	G / R3 - U	3				
152.	The E-Poll Device must, during the operation of the poll, provide a function for the EO to manually adjust the number of Lost or Spoiled Ballots.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
152.a	The E-Poll Device should, whenever the number of Lost or Spoiled Ballots is manually adjusted, prompt the EO to enter a free text reason, and record the Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) linked to the manual adjustment.	G / R3 - U	3				
153.	The E-Poll Device should, during the operation of the poll, provide a function to measure total service wait time by providing a token to an Elector when they arrive at the Polling Place which is scanned again at the Service Point when they arrive for service (the token must not be associated to the elector carrying it).	G / R3 - U	1				
154.	The E-Poll Device should enable the RO office to send one or more messages to some or all Polling Places, which will pop-up on the screen of each E-Poll Device at the Polling Place.	G / R3 - U	1				
155.	The E-Poll Device should provide a report for EOs to review previously received messages from the RO office.	G / R3 - U	1				
156.	The E-Poll Solution should enable an EO to send one or more messages to the Contractor Central Server which will be viewable by ROs when displaying the device status from the Contractor Central Server.	G / R3 - U	1				

157.	The E-Poll Device must provide a function accessible by EOs upon completion of the count which exports to a USB drive, or comparable device, for inclusion in the poll bag: a. the identity of the E-Poll Device, b. the identity of each EO that has been authorized by the E-Poll Device, and c. a complete encrypted copy of all device specific data captured on the E-Poll Device (including data from other E-Poll Devices which has been synchronized to the current device.) Note that the information captured on the E-Poll Devices from other Service Points is required.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
157.a	The E-Poll Device must provide a software utility which can be used to decrypt the records on a USB device created under requirement 157 to present the complete record of Service Point and Polling Place activities for review as directed by the Chief Electoral Officer.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
158.	The E-Poll Device should, before opening of the poll, require that an EO record the total number of Blank Ballots provided to the Service Point.	G / R3 - U	3			
158.a	The E-Poll Device should, upon entry of the number of ballots provided or removed from the Service Point, require the first and last ballot serial numbers to be entered and calculate and display the number of ballots based on the ballots being consecutively numbered between these points. (Note: there may be more than one range of ballot serial numbers to consider, and the EO must be able to enter a set of ranges and have the E-Poll Device calculate the total from the set of ranges).	G / R3 - U	3			
160.	The E-Poll Device must enable the activation of operation of the polling device by entering two EO usernames and corresponding correct passwords from the database of EO credentials to set the device to an "open poll" state.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
160.a	Upon first activation, the E-Poll Device must default the Polling Place (and polling station, if configured) based on the Polling Place (and polling station, if configured) associated with the credentials of the first EO providing credentials (i.e. the Check-in EO).	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
160.b	At first activation, the E-Poll Device must allow the EO to override the default Polling Place (by name and address) where the device is located (used to calculate Elector Polling Place status).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
161.	The E-Poll Device must, on demand by an EO, display a status report showing: a. The ED, b. The Advance or Ordinary Polling Station number(s) associated to the E-Poll Device c. Polling Place name and address d. PDs that are serviced by the Polling Place e. list of E-Poll Devices (including the device displaying the report), and the status of each, which are currently, or previously have been, on the Polling Place local area network f. The Service Point's unique device ID g. The device ID's current application software version h. Current connectivity status with the Contractor Central Server i. Synchronization status of the device with the Contractor Central Server j. The total number of ballots issued to, and removed from, the Service Point (as entered by the EO) k. The total number of voted Electors processed by the Service Point "before today" (before the day the report is run) l. The total number of voted Electors processed by the Service Point "today" (the day the report is run). m. Last connection date and time with the Contractor Central Server	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
161.a	The E-Poll Device should display a welcome screen upon login that includes the report requirement 161.	G / R3 - U	1			
162.	The E-Poll Device must provide a "close of poll" function that must place the device in a "closed poll" state, disabling poll operation functions and, on Election Day only, providing access to the set of capabilities that support reporting of manual counting.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
163.	When the "close of poll" function is selected, the E-Poll Device must issue a Warning Message to the effect that this must disable all polling functions and initiate support for the counting process; EOs should use the "Pause Poll" function to temporarily stop serving Electors during the polling day.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

164.	The E-Poll Device must, after the close of the Service Point polling operation (and for use before the opening of the ballot box for counting), provide a function for the EO to display a Service Point ballot balance report which shows: a. A subtotal of the expected number of used ballots as the difference between: i. The net total of Unused Ballots and each addition or removal of Blank Ballots provided for use by the Service Point. ii. The number of remaining Unused Ballots entered after the close of the poll. b. The total number of voted Electors as the sum of: i. The number of Electors Struck on the list ii. The number of Electors who were recorded as voted in error and who have taken the requisite Oath and voted iii. The number of Registrations iv. The number of Electors voted under Transfer Certificate c. The total number of used ballots as the sum of: i. The total number of voted Electors (from b above) ii. The number of Spoiled Ballots iii. The number of Lost ballots d. Whether or not the subtotal of a. (expected Used Ballots) matches c. (the total number of Used Ballots).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
165.	The E-Poll Device must, after the close of the Service Point polling operation, provide the ability for an EO to: a. Record a count of the number of Unused Ballots b. Confirm and adjust if needed the number displayed of Spoiled Ballots by the E-Poll Device	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
165.a	The E-Poll Device must, if the number of Unused Ballots does not match the balance of the total number of ballots they have received (tracked by the E-Poll Device and already present) less the number of ballots the E-Poll Device has recorded as used (also tracked by the E-Poll Device and already present), issue a Warning Message to try to resolve the discrepancy before opening the ballot box.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
166.	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, provide the ability for EOs to record 1 ballot counted for the candidate and then for the PD as indicated on the ballot (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
167.	The E-Poll Device must, during the hand count of the ballots, whenever a ballot is rejected, record 1 ballot counted as rejected instead of for a candidate (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
168.	The E-Poll Device must, during the hand count of the ballots, whenever a ballot does not have a PD identified, record 1 ballot counted as a blank PD instead of for a PD (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
168.a	The E-Poll Device must, after the hand count of the ballots for the Polling Place, at the direction of a supervising EO, execute an algorithm provided by EC which allocates to PDs, ballots counted for candidates, but with no PD specified, and display the result (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
169.	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, provide a confirmation screen which confirms the candidate (or rejected) and PD (or blank PD) for which the ballot is being recorded, and at this time enable the EO to initiate an objection function.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
170.	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, when an objection function is initiated from the confirmation screen, create a Poll Book entry for objection to ballot interpretation per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
171.	The E-Poll Device must, during the count of the ballots, for each ballot manually counted, when the objection function is initiated from the confirmation screen, generate a unique sequential objection number, starting at 1 and incrementing by 1, which the EO will record on the back of the ballot, and which will be recorded in the Poll Book entry per ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution.	G / R3 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

172.	The E-Poll device must, once all ballots have been hand counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) does not match the number of Electors Marked as Voted, issue a Warning Message for the EOs to recount and verify the number of ballots counted for each candidate, and those rejected, to try to resolve the discrepancy.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
173.	The E-Poll Device must, once all ballots have been hand counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) matches the number of Electors Marked as Voted, enable a function which permits the EO to close the poll.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
174.	The E-Poll Device must, when the close Service Point function is activated, provide an opportunity for each EO, and up to 20 witnesses to digitally endorse the reported results of the manual count for the Service Point as follows: The total number of ballots issued to the Service Point is the same as the total of: a. The number of ballots not cast: i. The number of Unused Ballots ii. The number of Spoiled Ballots b. The number of Cast Ballots: i. The number of Rejected Ballots ii. The number of ballots counted for each Candidate iii. The number of lost or stolen ballots	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
175.	The E-Poll Solution must enable the record of an Elector registered or corrected by an E-Poll Device in a Polling Place to be retrieved by another E-Poll Device at a another Service Point within the same Polling Place, and permit the user to complete the process of voting.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
176.	The E-Poll Device should enable a supervising EO (SEO) to search for, and change the voted status to "Voted", for each Elector for whom the supervising EO has a yellow copy of a Transfer Certificate issued by the RO office (EC 10190) (For clarity, these Electors will vote elsewhere and this information is not included in the number of Electors Marked as Voted at a Service Point for balancing purposes).	B / R2 - U	3			
177.	The E-Poll Device must provide a function to re-select the Polling Place (by name and address) by entering two EO credentials and corresponding passwords from the database of EO credentials.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
178.	The E-Poll Device must provide a function from the closed poll state to re-activate operation of the polling device by entering two EO credentials (including an SEO) and corresponding passwords from the database of EO credentials, returning the device to the "open" state.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
179.	The E-Poll Device must, once all ballots have been manually counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) does not match the number of Electors Marked as Voted, provide a function which requires a supervising EO to enter their credentials to close the poll with the imbalance.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
180.	The E-Poll Solution must provide a data loading plan for ROs which will allow ACs in the RO office to successfully commission (load all data set out in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries in preparation for deployment of up to 60 E-Poll Devices to Advance Polls, - within the Electoral Event Calendar constraint times described ANNEX A – APPENDIX E.4 –The Electoral Calendar - Key Dates and E Poll Solution Activities, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for charging the devices, -requiring staff to unpack and handle no more than 30 devices at one time, and -with the use of not more than 2 ACs for a 12 hours period. [For example, to load 60 devices in 12 hours (1 calendar day) in 3 groups of 20 E-Poll Devices would require processing time (unpacked, loaded, charged and re-packaged) of 4 hours or less for each group].	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

181.	The E-Poll Solution must provide a data loading plan and poll preparation plan for ROs which will allow ACs in the RO office to successfully commission (load all data set out in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries) in preparation for deployment of up to 240 E-Poll Devices at Ordinary Polls, -within the Electoral Event Calendar constraint times described in ANNEX A – APPENDIX E.4 –The Electoral Calendar - Key Dates and E Poll Solution Activities, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for charging the devices, -requiring staff to unpack and handle no more than 30 devices at one time, -with the use of not more than 2 ACs for two 12 hour periods. [For example, to load 240 devices in 24 hours (2 calendar days) in 8 groups of 30 E-Poll Devices would require processing time (unpacked, loaded, charged and re-packaged) of 4 hours or less for each group of 30].	B / R2 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
182.	The E-Poll Solution must provide a method which will deploy all information from the Contractor Central Server required to operate the E-Poll Devices at the polls in compliance with these requirements, from the Contractor Central Server to the E-Poll Devices to be implemented by ACs in the ORO in accordance with requirements 180 and 181.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
182.a	The E-Poll Solution must provide capability for the AC to complete the initial download of data using the EC supplied internet at the ORO only one time for each of requirements 180 and 181, with alternate methods of replicating this data onto the remaining E-Poll Devices using the E-Poll Solution LAN or other medium, and not the ORO LAN or WAN.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
183.	The E-Poll Solution must provide an E-Poll Device recommissioning plan for ROs which, after Advance Polling, will allow ACs in the RO office to successfully upload all data on each Advance Poll E-Poll Device to the Contractor Central Server, confirm the upload, and prepare the devices for receiving the Ordinary Poll data load -within one 12 hour work period, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for using the un-charged devices, -requiring staff to unpack and handle no more than 30 devices at one time, and -with the use of not more than 2 ACs. [For example, to recommission 60 devices in 12 hours (1 calendar day), would require that 4 groups of 15 E-Poll Devices could be processed (unpacked, offloaded, recommissioned and re-packaged) within 4 hours for each group]	B / R2 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
184.	The E-Poll Solution must provide an E-Poll Device decommissioning plan for ROs which, after Polling Day, will allow ACs in the RO office to successfully upload all data on each Ordinary Poll E-Poll Device to the Contractor Central Server, confirm the upload, remove all EC data, and prepare the device for return to EC for 240 E-Poll Devices, -within five 8 hour business days, -within a workspace of 18 square meters (190 sq. ft.), -not requiring handling more than 30 devices at one time, and -not requiring more than 2 ACs. [For example, to decommission 240 devices in five business days (40 hours) in 20 groups of 12 E-Poll Devices would require processing (unpacked, offloaded, decommissioned and re-packaged) in 2 hours or less for each group]	B / R2 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
185.	The E-Poll Solution must provide a function, to be implemented by ACs in the ORO in accordance with requirements 183 and 184, which, after uploading all information resulting from operation of the E-Poll Devices at the polls from the E-Poll Devices to the Contractor Central Server and obtaining the confirmation code identified in Requirement 261, removes all EC data from the device.	B / R2 - I	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
186.	The E-Poll Device should provide a bar-coded, unique inventory tracking number for each component of the E-Poll Device.	B / R2 - D	3				
186.a	The main E-Poll Device components must have a label with the barcode affixed to a visible location.	B / R2 - D	3				
186.b	The E-Poll carrying case must have a label with the barcode with the same inventory tracking number as the E-Poll Device it contains, and the device components must have a label with the barcode affixed to a visible location.	B / R2 - D	3				
187.	The E-Poll Solution should provide a utility to scan an E-Poll Device bar-code and associate the device with the identity of an EO in the EC EO database at the time of issue to an EO.	G / R3 - S	3				

188.	The E-Poll Solution should provide a utility to scan an E-Poll Device bar-code and associate a return of the device by an EO in the EC EO database at the time of return of the device to the RO office by an EO.	G / R3 - S	3			
189.	After Election Day, the E-Poll Solution must enable ROs and ACs, at the RO office, to offload all data from the devices to the Contractor Central Server.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
190.	E-Poll Devices must not permit decommissioning (data cleansing) until it is placed in a state, by the Contractor Central Server after confirmation that all data has been uploaded to the Contractor Central Server, such that it can be decommissioned.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
191.	The E-Poll Solution must permit an E-Poll Device which has been used at an Advance Polling Place, to receive all necessary updates to enable the reuse of the device at an Ordinary Polling Place without having to return the E-Poll Device to the RO office.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
192.	The Contractor must receive the devices from the hardware manufacturer directly, and configure the devices to include all Contractor supplied software, and meeting all EC configuration, security and other requirements.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
193.	The Contractor must ship devices to one or more designated EC approved storage areas in Canada to arrive ready for RO and AARO office deployment in accordance with ANNEX A - APPENDIX G – ELECTORAL EVENT DEPLOYMENT SCHEDULES.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
194.	At the call of the Event, the Contractor must ship the E-Poll Devices in requisite quantities to each of the RO and AARO offices from which they will be deployed.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
195.	At all times when components of the E-Poll Solution are in transit, they must be secured as per ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
196.	The Contractor must recoup all Contractor provided equipment from RO and AARO offices to the Contractor's inventory for EC.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
197.	The Contractor must confirm to EC, all equipment returned and not returned to the Contractor's inventory for EC.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
198.	After each GE, when EC indicates to the Contractor that the GE result is a minority government, the Contractor must preserve the equipment available for EC's use and must start preparations to verify E-Poll Device readiness and await orders for repackaging.	G / R3 - P	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
199.	After each GE, when EC indicates to the Contractor that the GE result is a majority government, the Contractor must purge the data from the E-Poll Devices as in Requirement 354, reducing the inventory level for EC at By-Election levels.	G / R3 - P	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
200.	The E-Poll Device must, whenever the device is powered on, require entering two EO names and corresponding passwords from the database of EO credentials to enable the application.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
201.	The E-Poll Device must require the credentials of two EOs to open the poll (i.e. activate and operate polling functions).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
202.	The E-Poll Device must, whenever the device is powered down partially (sleep/hibernate) or completely, restore the last state of operation when the device is powered on. The E-Poll Device must still require two EO names and corresponding passwords to enable the application.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
203.	The E-Poll Device must not permit an individual EO or SEO to access any operational or elector data on the E-Poll Device.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
204.	The E-Poll Device must permit an individual EO (one EO's credentials have been provided) to access the training functions on the device.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
205.	The E-Poll Device must permit an individual EO (one EO's credentials have been provided) to access a (public or private) wireless network, and securely synchronize with the Contractor Central Server.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

206.	The E-Poll Device must support exactly one role on E-Poll Devices: EO. Note that where a supervising EO is required, this is simply the credentials of a third EO.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
207.	The E-Poll Solution must support defining named user accounts and credentials for the purpose of authenticating EOs for use of E-Poll devices.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
208.	The Contractor's solution must permit an EO to authenticate to any E-Poll device within their assigned ED.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
209.	An E-Poll Device must enable two EOs to be able to reset the password for a third.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
210.	The E-Poll Device must provide a function to make last minute additions and changes to valid user credentials on each E-Poll device up to and including Election Day.	B / R2 - U	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
211.	The E-Poll Solution must provide administrative roles and user accounts for ECHQ users accessing the Contractor Central Server to configure the E-Poll Solution.	G / R3 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
212.	The E-Poll Solution must provide roles and user accounts for ECHQ users accessing the Contractor Central Server to monitor the Electoral Event and access business intelligence functions at a national level.	G / R3 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
213.	The E-Poll Solution must provide roles and user accounts for RO users accessing the Contractor Central Server to monitor the Electoral Event and access business intelligence functions for their ED.	G / R3 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
214.	The E-Poll Solution should provide an administrative access to EC which will enable EC to define and configure necessary access by ROs and their staff to the monitoring functions provided by the Contractor Central Server.	B / R2 - I	2				
215.	The E-Poll Solution should provide the ability to produce customizable reports from operational measures (facts) such as: a. The number of device transactions, including searches. b. The number of non-validated addresses captured by Registration. c. The number of devices operational at the opening of polls and timing profile for late opening devices. d. The number of devices closing on time and timing profile for late closing devices. e. The number, timing and duration of device suspensions during polling hours. The average time to conduct opening and closing checklists and counting activities.	B / R2 - D	2				
216.	The E-Poll Solution should provide the ability to group, subtotal and order customizable reports by operational business entities (dimensions) such as: a. Service transaction type (happy path, Registration, correction etc.) b. E-Poll Device c. EO d. Date time e. Polling Place f. Polling Place type (advance vs ordinary) g. ED h. PD i. Province	B / R2 - D	2				
217.	All hardware, software, and firmware components of the E-Poll Solution must be legitimate, official, licensed, and of production-grade.	B / R2 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
218.	The Contractor must manage procurement, implementation and maintenance of all hardware, software, and licenses for all tiers of the E-Poll Solution.	B / R2 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
219.	The Contractor must provide EC with all necessary infrastructure, tools, licenses, procedures and reports necessary to conduct all forms of testing identified in this SOW as and when required under the contract scheduled deliverables, for Acceptance Testing and when requested by a Task Request.	B / R2 - A	4				Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

220.	The Contractor Operators Manual for the E-Poll Solution must describe the Contractor's policies and procedures for: a. installation of all E-Poll Solution components; b. maintenance and upgrade of all E-Poll Solution components; c. operation of all E-Poll Solution components; d. decommissioning and archive of all E-Poll Solution components; e. restoration from archive of all components necessary to support reporting and audit from the Contractor Central Server solution components; f. audit of all E-Poll Solution components; and g. secure operation of all E-Poll Solution components.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
221.	The Contractor Training and supporting materials for the E-Poll Solution must describe the Contractor's policies and procedures for: a. installation of all E-Poll Solution components; b. maintenance and upgrade of all E-Poll Solution components; c. operation of all E-Poll Solution components; d. decommissioning and archive of all E-Poll Solution components; e. restoration from archive of all components necessary to support reporting and audit from the Contractor Central Server solution components; f. audit of all E-Poll Solution components; and g. secure operation of all E-Poll Solution components.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
222.	The Contractor must provide the products, services and deliverables identified in ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE, in accordance with this SOW.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
223.	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at the Contractor Central Server hosting site to support communication between the Contractor Central Server and EC Data Centre.	B / R2 - A	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
223.a	The Contractor must, for the Term of the Contract, provide hosting services for the Contractor Central Server provided by a service provider holding a valid ISO 27001:2013 certification, and such ISO certification must be issued by a reputable certification body (such as a certification body employing CASCO standards).	B / R2 - A	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
224.	The Contractor must provide all Contractor Central Server Software (i.e. the Contractor E-Poll Solution software, and all supporting software required to meet the requirements of this SOW such as: operating system, RDBMS (Relation Database Management System) software, drivers, backup and recovery etc.)	B / R2 - A	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
225.	Where the E-Poll Solution requires the use of secured USB keys, SD cards or other electronic storage devices, the Contractor must supply them.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
226.	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support communication between the E-Poll Devices and the Contractor Central Server (WAN).	B / R2 - A	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
227.	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support inter-communication between E-Poll Devices at the Polling Place (LAN).	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
228.	The Contractor must provide all E-Poll Device Kits (i.e. the E-Poll Solution E-Poll Device, carrying case, memory devices, and all supporting physical accessories required to meet the requirements of this SOW).	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
228.a	The Contractor must provide all E-Poll PP Kits (i.e. the E-Poll Solution Polling Place supporting physical accessories required to meet the requirements of this SOW which are not part of the E-Poll Device Kit, for example LAN components).	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
228.b	The Contractor must provide all E-Poll RO Kits (i.e. the Contractor RO Office supporting physical accessories required to meet the requirements of this SOW which are not part of the E-Poll Device Kit, for example LAN/WAN components).	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
228.c	The Contractor must provide all E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits in the quantities specified per "Section 38.07 Integration and Testing" of the SOW to support EC testing.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column



228.d	The Contractor must ensure that, for each Electoral Event, every component part of each of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits are of sufficiently comparable version that the physical and functional forms (look, feel, training, usability, etc.) are identical from a user perspective.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
228.e	The Contractor must ensure that, for each Electoral Event, the software image for every component part of each of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits are identical, including the operating system patched to the same version, component COTS products patched to the same version, and the Contractor's software components at the EC UAT approved Event Ready version for that Electoral Event.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
229.	The Contractor must provide all E-Poll software (i.e. the Contractor's E-Poll Solution software, and all supporting software required to meet the requirements of this SOW such as: operating system, RDBMS software, drivers, backup and recovery etc.)	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
230.	The Contractor must provide for each RO and AARO office from which devices will be deployed to Polling Places, all networking infrastructure necessary to support the communication of data to and from the Contractor Central Server (CCS) to configure the devices with requisite data in the timeframes described in Requirements 180 and 181 (WAN and LAN). The E-Poll Devices may communicate with the CCS using the RO/AARO office ISP connection, but must do so on a separate sub-network (there must be no access between the Contractor's network and the ORO network).	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
230.a	The delivery of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits to ORO and AARO offices must be completed within 96 hours of Notification to ship.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
231.	The E-Poll Solution must provide all necessary infrastructure (servers, network components, storage devices, procedures, power management and other supplies) as an E-Poll RO Kit necessary to access the Contractor Central Server from the ORO and to support loading of data onto the devices from the Contractor Central Server in preparation for deployment to the polls, and offloading of all data from the devices to the Contractor Central Server in preparation for removal of EC data and decommissioning the devices.	B / R2 - A	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
232.	The E-Poll Solution must provide all necessary infrastructures (servers, procedures, bar code readers and other supplies) necessary to manage the E-Poll Device inventory, including assignment of E-Poll Devices to EOs and their return.	B / R2 - A	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
233.	The Contractor must provide all hardware (server) infrastructure required, if any as proposed by the Contractor, located at the ORO, to support: a. configuring the devices for use at ORO b. managing downloaded updates from the Contractor Central Server c. managing upload of all information collected during operation of the E-Poll Devices to the Contractor Central Server d. decommissioning the devices at the ORO e. managing the inventory of devices (assignment to EOs and return to RO) f. EO training on E-Poll Devices	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
234.	The E-Poll Solution must support information exchange from EC's data centre information systems to the Contractor Central Server as defined in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
235.	The E-Poll Solution must support bulk load of credentials for all EOs within the ED at the ORO/AARO office to all E-Poll Devices prior to deployment (E-Poll Device credentials for EOs will be captured at the time of training).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
236.	The E-Poll Solution must, during Service Point polling operation, automatically upload information from the Contractor Central Server to the EC data centre as soon as it is received as described in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
237.	The E-Poll Solution must, during Service Point polling operation, automatically download EC data updates from the EC data centre to the Contractor Central Server as soon as it is available as described in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules..	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

238.	The E-Poll Solution must support automatic upload and download of information between the E-Poll Devices, the Contractor Central Server, and the EC data centre, in as close to real-time as possible.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
239.	The E-Poll Solution must, when communicating information between the Contractor Central Server and EC, operate all operations at an ED level, neither assuming that data for any ED other than the one for the current transaction exists or does not exist. (The E-Poll Solution must support General Elections and referendums where data will be present for all EDs, and By-Election events for a small group of EDs which may overlap with a different By-Election event supporting a different small set of EDs on a different Electoral Event Calendar). Data will be provided on an ED by ED basis.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
240.	The E-Poll Solution must provide procedures and infrastructure to perform bulk load of information to E-Poll Devices in the RO office prior to deployment to the Polling Place.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
241.	The E-Poll Solution must, whenever receiving List of Elector information through the API from EC as described in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules, ensure that information flagged for update by EC is updated on each applicable E-Poll Device (devices within the affected ED) as soon as connectivity permits, unless the record has been Marked as Voted at the Service Point.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
242.	The E-Poll Solution must, whenever receiving List of Elector information through the API from EC as described ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules, ensure that information flagged for deletion by EC is deleted from each applicable E-Poll Device (devices within the affected ED) as soon as connectivity permits unless the record has been Marked as Voted at the Service Point.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
243.	The E-Poll Solution must support multiple list records provided by EC for the same Elector (same Elector Identifier). (There will be typically zero or one "Active" record – the current record, and one or more "Inactive records" – outdated records.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
244.	The E-Poll Solution must (be resilient and) support multiple list records provided by EC for the same Elector (same Elector Identifier) with any number of "Active" and/or "Inactive" records without error to the EO. (In the event that there is more than one "Active" record for an Elector, wherever these requirements assume a single record, the record that is meant is the latest "Active" record received from EC. Should this occur, it is acceptable for the Contractor to update any previously received "Active" record for the same Elector Identifier to "Inactive").	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
245.	The E-Poll Solution must, whenever multiple records for an Elector (same Elector Identifier) are received from EC, and the E-Poll Device sets the status of any of the records to "Voted", treat all records on the list for that Elector Identifier as "Voted" (to prevent multiple voting using different available records).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
246.	The E-Poll Solution design must ensure that content and format of all data being exchanged between the Contractor and EC follows an established standard and open data format that allows for verification of content and structure at source and destination.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
247.	The E-Poll Solution must maintain EC primary keys required to build internal interface processes and retain data integrity. This applies to data originally supplied by EC as well as data collected and/or processed by the E-Poll Solution.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
249.	The network connection between the EC data centre and the Contractor Central Server must provide dedicated and diverse path MPLS facility connectivity (i.e. dual MPLS paths) that supports OSPF routing protocol for the MPLS IGP.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
250.	The network connection between the EC data centre and the Contractor Central Server must work with EC's end-points and comply with EC's standards (currently a pair of 3810-A EC customer edge device (Fortinet) configured in High Availability mode).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
252.	The network connection between the EC data centre and the Contractor Central Server must handle failover scenarios such as, but not limited to, network failures, service host shutdown, and service not responding.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
253.	The E-Poll Device must support communication of information with the Contractor Central Server, when connectivity permits, as identified in the technical requirements, in a manner that does not perceptibly degrade performance for EOs using the device.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

254.	The E-Poll Device must continue working without interruption or deterioration of Elector facing functions when the application has no wide area connectivity to servers external to the Polling Place.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
255.	The E-Poll Device must, at minimum, function using one or more stand-alone devices with no Polling Place external network access.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
256.	The E-Poll Device must, after activation with one or more EO credentials, as soon as internet connectivity permits, report to the Contractor Central Server the device Polling Place, E-Poll Device identifier and device state.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
257.	The E-Poll Device must, after any change of device state, as soon as internet connectivity permits, report the current E-Poll Device state to the Contractor Central Server with the device Polling Place and E-Poll Device identifier.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
258.	The E-Poll Device should automatically send status information, as soon as internet connectivity permits, to the Contractor Central Server which will be accessible to ROs, to be displayed beside the device states such as: low quantity of remaining ballots, low battery.	G / R3 - U	1			
259.	The E-Poll Solution must automatically and securely apply EC provided incremental data changes to the E-Poll Devices after they are deployed to the Polling Places as quickly as possible (near real-time) over public or private internet connections, when connectivity permits.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.	The E-Poll Solution must automatically and securely upload all data and log files captured on E-Poll Devices to the Contractor Central Server, over public or private internet connections, after they are deployed to the Polling Places, as quickly as possible (near real-time) when connectivity permits.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.a	The E-Poll Solution must support automatic upload of list corrections at the polls from all E-Poll Devices to the Contractor Central Server as close to real-time as possible.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.b	The E-Poll Solution must support automatic upload of Registrations at the polls from all E-Poll Devices to the Contractor Central Server as close to real-time as possible.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.c	The E-Poll Solution must, during Service Point polling operation, whenever connectivity permits automatically upload Elector voted information from each E-Poll Device (including information from all other E-Poll Devices at a Polling Place) to the Contractor Central Server.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.d	The E-Poll Solution should, when connectivity permits, as close to real-time as possible, automatically download all advance Poll strikes within the ED to all advance E-Poll Devices during, and after the close of, each of the four days of Advance Polls.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.e	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of any Polling Day, as close to real-time as possible or as soon as connectivity permits, automatically upload all Service Point operational data and logs from the E-Poll Device to the Contractor Central Server.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.f	The E-Poll Solution must support automatic upload of other poll book entries such as transfer certificate usage and incident reports at the polls from all E-Poll Devices to the Contractor Central Server as internet connectivity permits, prioritizing these lower than transfers in 259, 260, 260.a to 260.e, if necessary.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.g	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of any Polling Day, as close to real-time as possible or as soon as connectivity permits, automatically upload all Polling Place operational data and logs from other E-Poll Devices (which is redundantly available on the E-Poll Device) to the Contractor Central Server if the data from those other devices has not already been received by the CCS.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
260.h	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of each Advance Polling Day, as an alternative to network upload, provide a function for an EO to export the ED, PD and Elector Sequence Number of electors who have voted at the Advance Poll to a portable storage device which can be carried to the RO office and uploaded to the Contractor Central Server if the data from those other devices has not already been received by the CCS.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
261.	Upon receipt of all data that must be uploaded from an E-Poll Device, the Contractor Central Server must generate a unique random five alphanumeric character confirmation code of the form AAnnA for issue to the E-Poll Device to confirm the device may be decommissioned by the AC.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

261.a	The E-Poll Device must, after the device is placed into a closed state at the end of any Polling Day, upon successful completion of upload of all Service Point operational data and logs from the device to the Contractor Central Server, obtain from the Contractor Central Server the unique confirmation code identified in requirement 261 and display this code to the EO.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
261.b	The E-Poll Device must, after the device is placed into a closed state at the end of any Polling Day, upon successful completion of upload of all Service Point operational data and logs from the device to the Contractor Central Server, and having obtained from the Contractor Central Server the unique confirmation code identified in requirement 261, provide a clear visual indication to any authorized user accessing the device (and displaying the unique confirmation code), that the information from the device has been captured by the Contractor Central Server and may be decommissioned.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
261.c	The E-Poll Device must, when uploading information to the Contractor Central Server, if all of the device information has already been uploaded by another peer device, nevertheless upload its own data and obtain a unique confirmation code identified in requirement 261 for the current device.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
262.	The E-Poll Device must share all E-Poll transaction information (registrations, corrections, Struck electors, Poll Book entries etc.) collected by each device within a Polling Place with all other devices within that Polling Place (either through a Polling Place central server or on a peer-to-peer basis).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
263.	The E-Poll Solution must share information updates from EC such that each E-Poll Device in a Polling Place shares all downloaded updates from the Contractor Central Server with all other devices within that Polling Place, and every device is operating at the latest level of updates of any device in the Polling Place (either through a Polling Place central server or on a peer-to-peer basis).	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
264.	The E-Poll Device must lock an Elector record when it is selected as the current Elector record by one device so that it cannot be selected by another device in the same Polling Place without error.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
265.	The E-Poll Device must communicate List of Elector record locking and completed voter transactions between devices within the Polling Place within 1 minute.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
265.a	The E-Poll Device should communicate List of Elector record locking and completed voter transactions between devices within the Polling Place within 10s.	G / R3 - U	2			
266.	The E-Poll Device must, when an EO attempts to select a current Elector record which is locked by another device in the same Polling Place, issue a Barrier Message to the effect that the Elector record is currently being processed at another Service Point.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
267.	Planned maintenance must occur between midnight Friday and 6:00a.m Monday, Eastern Standard Time, outside of the Electoral Event Calendar.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
270.	The Contractor must identify, to EC, any scale or licensing limitations that may take effect during any stage of the contract or while meeting scalability and performance requirements.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
271.	The network connection between the EC data centre and the Contractor Central Server must provide a connection capacity of 1Gbit/Sec or more.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
272.	The Contractor must provide clear and reliable technology contingency solutions to ensure business continuity using technology at the Polling Places. (Contingency Planning, as per the SCP, must cover the Contractor's E-Poll Devices, the Contractor Central Server infrastructure, RO office infrastructure, and communication among them. This should be reflected in the Security Incident Response plan, as an availability emergency).	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
273.	Authorized users must have access to the E-Poll Solution functionality and its data at all times when they are required to do so.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
274.	The E-Poll Solution must throughout the Electoral Event beginning at the issue of the Writs and ending 30 calendar days after Election Day, provide 99.999% availability for the Contractor Central Server (i.e. total downtime during the Election is not to exceed 50 minutes).	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

275.	The E-Poll Solution must, outside the Electoral Event provide 99.9% availability for the Contractor Central Server during business hours.	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
276.	The E-Poll Device must provide a mean time between failure (MTBF) that meets or exceeds 10,000 hours (this means that when operating 60,000 units, each for 14 hours, there should be an average of 84 failed units, or less).	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
277.	The E-Poll Solution must, after the first Electoral Event deployment after contract award, be able to support a By-Election with up to 1500 E-Poll Devices in up to 10 EDs within ten calendar days of notice.	G / R3 - P	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
278.	The E-Poll Solution must provide EC with the ability to archive, restore and access all information in the Contractor Central Server, without dependency on the Contractor.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
279.	The E-Poll Solution must provide the necessary services and infrastructure, including software licenses, to enable secure access to all archived and operational information for ten years after the later of the completion of the last Electoral Event in which the E-Poll Solution is used, or the end of the contract.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
280.	The E-Poll Solution must ensure that following the completion of an Electoral Event for an ED, support for a subsequent Electoral Event in the ED is available within 60 calendar days of day 0 of the previous Electoral Event for that ED.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
281.	The E-Poll Solution must support concurrent and overlapping By-Election Electoral Events occurring in different EDs with different Electoral Event Calendars (one Electoral Event at a time per ED).	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
282.	The Contractor must provide EC with read-only access to all data in the Contractor Central Server. This access is required as long as there is any EC data in the Contractor Central Server.	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
283.	The Contractor must establish the following recovery procedures: a. backup; b. disaster recovery, including whole facility failure scenarios; c. data protection; d. data retention and disposal, and e. archiving – online, near line and off line, (collectively the “recovery procedures”).	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
284.	The E-Poll Solution must ensure that if information is archived, the information can be restored for full access within the following schedule: a. Information for Electoral Events concluded (Day 0) within the last 6 months must not be archived and must be accessible at all times. b. Information for Electoral Events concluded (Day 0) between 6 and 12 months prior, must be restorable from archive and accessible within 24hrs c. Information for all other Electoral Events within the last 10 years, must be restorable from archive and accessible within 48hrs	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
284.a	The E-Poll Solution must retain in the archive of the Contractor Central Server all information collected by the E-Poll Solution including audit logs.	G / R3 - P	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
284.b	The E-Poll Solution must, for the duration of the archive period (10 years after the Electoral Event) be able to concurrently provide access to all past E-Poll Solution Electoral Event data for each Electoral Event in which the E-Poll Solution was used.	G / R3 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
285.	The Contractor must provide an archived version of the Contractor Central Server upon completion of each Electoral Event (as requested by EC in writing).	G / R3 - P	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
286.	The Contractor must ensure ongoing capability for EC to be able to recover, without dependency on the Contractor, archived data from media as specified (backward compatibility of newer backup equipment or maintaining equipment in operation as of the Effective Date) by using EC provided hardware and software, or providing to EC new capability as part of the E-Poll Solution.	G / R3 - P	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
287.	The Contractor must complete a test of the Recovery Procedures every 6 months commencing on the date of the successful completion of the first pre-event Deployment Schedule for an Electoral Event. See ANNEX A - APPENDIX G – ELECTORAL EVENT DEPLOYMENT SCHEDULES.	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

288.	The Contractor must maintain, at minimum, the following recovery time objectives and the recovery point objectives for the Contractor Central Server: a. Between Electoral Event Periods, the recovery time objective is 4 hours to a recovery point within 8 hours. b. During By-Elections, excluding Polling Days, the recovery time objective is 30 minutes to a recovery point within 1 hour. c. During General Elections and Referendums, excluding Polling Days, the recovery time objective is 30 minutes to a recovery point within 30 minutes. d. On Polling Days, the recovery time objective is 5 minutes to a recovery point within 5 minutes.	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
289.	The Contractor must maintain the following recovery time objectives and the recovery point objectives for the E-Poll Devices: a. On Polling Days, the Recovery Time Objective is 5 minutes to a recovery point within 2 minutes.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
289.a	The E-Poll Device must ensure automatic and verified backup of all data, at all times to at least one of: a. the Contractor Central Server, or b. another E-Poll Device at the Polling Place, or c. an external backup device co-located at the Polling Place.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
289.b	The E-Poll Device must protect all EC data and logs generated or updated in the Polling Place from any loss.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
290.	The Contractor must consistently meet or exceed EC's Service Continuity and DR Services requirements.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
291.	The Contractor must provide an integrated risk management strategy for the E-Poll Solution which: a. identifies high-risk areas and accompanying mitigation strategies for the E-Poll Solution b. considers technology problems or deployment delays that affect availability or performance of any tier of the E-Poll Solution c. describes the impact of using alternate procedures or substitute technologies d. provides a clear plan for effectively responding to software and hardware malfunctions, defects, and system outages at each severity level e. documents how problems or defects will be escalated	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
292.	The Contractor must develop a Contractor Central Server scalability plan in which the Contractor describes how the E-Poll Solution will be scaled between small deployments covering one or more EDs in a By-Election and a full-scale deployment to all EDs and Polling Places in a GE, and significant tiers of deployment scale between these two extremes.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
293.	The Contractor must deliver the products and services as described ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE in accordance with the Contractor's role and responsibilities as described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
294.	The Contractor must develop, deliver and maintain a Plan as described in ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
297.	The Contractor must provide detailed technical documentation, i.e. a data dictionary, that provides: a. Definitions of data entities and relationships between these entities as stored within the Contractor Central Server and on E-Poll Devices. b. Data access methods and procedures to view the data content stored within the Contractor Central Server and on E-Poll Devices.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
298.	The E-Poll Solution should support testing, debugging, and Polling Place user support, whenever connectivity permits, when an E-Poll Device hits a system error or non-business application error (bug), uploads an error report to the Contractor Central Server (logged separately from business operations).	G / R3 - U	2			
299.	The E-Poll Solution must include all infrastructure to support each type of testing for which the Contractor is responsible as defined ANNEX A – APPENDIX I.1 –Product Development Lifecycle (PDLC) Services, including a complete pre-production test environment which is technically identical in specification to the production environment.	B / R2 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

300.	The Contractor must provide Testing Services as defined in ANNEX A – APPENDIX I.1 –Product Development Lifecycle (PDLC) Services which include at minimum: a) confirm component and E-Poll Solution compliance with all contracted requirements as identified in this SOW, and as reflected in the UAT for each release. b) identify the behaviour of infrastructure components; c) emulate production loads; d) determine efficiency under peak load; e) measure system overheads; f) identify bottlenecks such as network, memory and deadlocks; g) determine overload (break-point, failure) conditions; h) validate that the configuration is capable of holding, managing and processing the required volumes of data; and i) measure the performance characteristics of the E-Poll Solution or any of its parts.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
301.	For each Test performed by the Contractor on an Event Ready Release, the Contractor must provide an Acceptance Test report detailing the results of all tests performed for the Release by the Contractor.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
302.	The E-Poll Device must provide a training mode which can be used to train EOs on E-Poll Device functions used in normal operations to serve Electors and to perform post-polling counting and reporting exercises.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
303.	The E-Poll Device should accept any values for EO credentials to access the training mode.	G / R3 - I	1			
304.	The E-Poll Solution should support an EC defined set of training data, provided through the same API as operational data, but in a separate configuration environment used for this purpose.	G / R3 - I	3			
305.	The E-Poll Device must provide the ability for an EO to perform a reset to restore training data back to an initial state enabling the training scenarios to be performed again.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
306.	The E-Poll Device should support activation of training mode at any time, including during polling operation.	G / R3 - I	2			
307.	The E-Poll Device must provide a clear visual indication when the application is operating in training mode.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
308.	The E-Poll Device should provide the ability for an EO to perform all operations in the training mode with pop-up guidance to assist in learning.	G / R3 - I	2			
309.	The E-Poll Device should, in the operational mode and training mode, provide the ability for EOs to toggle on and off pop-up guidance.	G / R3 - I	1			
310.	The E-Poll Device should provide the ability to select from a menu and play topic based EC training videos.	G / R3 - I	2			
311.	The E-Poll Device should provide the ability to select from a menu and access locally stored training manuals and other assistive products.	G / R3 - I	3			
312.	The Contractor must define procedures and provide them with training materials and operational aids for RO staff and EOs hired and trained at the ORO, to load requisite ED and Electoral Event specific data to the E-Poll Devices and prepare them for use at the Polling Place.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
313.	The E-Poll Solution must provide all necessary training materials to support training of a person with basic computer skills (an AC), within a one day training session (7.5 hours), the information and procedures to implement the method as described in the previous requirement and to operate to the E-Poll Devices in compliance with these requirements.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
314.	The E-Poll Solution must provide all necessary training materials to support training of the AC, within a one day training session (7.5 hours), the information and procedures to implement the method in the previous requirement to upload all information resulting from operation of the E-Poll Devices at the polls from the E-Poll Devices to the Contractor Central Server in compliance with these requirements, and remove all EC data from the device.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
315.	The E-Poll Solution must provide procedures and training to install, restore and operate all Contractor Central Server solution components necessary to enable EC to be self-sufficient in restoring and accessing information archived from prior Electoral Events.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
316.	The E-Poll Solution must provide training to EC staff on proper use of audit tools and procedures for both the Contractor Central Server and the E-Poll Devices to enable EC to access audit logs for all E-Poll Solution components.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

317.	The E-Poll Solution must provide training in the correct application of the Contractor's security policy and procedures for the proper operation of all E-Poll Solution components in a manner that meets or exceeds the security requirements of the E-Poll Solution.	B / R2 - D	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
318.a	The E-Poll Solution should provide training emulators or other online training modules that EC can use to facilitate the training of EOs.	G / R3 - I	2			
319.	The Contractor must provide training of the Contractor's staff for the improvement of skills through education and instruction.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
321.	The Contractor must provide training for EC technical staff for the express purpose of exploiting the functions and features of the E-Poll Solution and provision of EC services. Delivery methods may include classroom style, computer based, individual or other appropriate means of instruction.	G / R3 - I	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
322.	The Contractor must implement a product development life cycle which provides auditable configuration management which identifies with each product version the set of enhancements, corrected deficiencies, known issues, and approved versions of supporting hardware, operating system, training, maintenance and other materials to be used with the release.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
323.	For every Event Ready release of the E-Poll Solution submitted to EC by the Contractor for testing, the Contractor must include a Release Document which fully describes the configuration of the release and which includes: a. Release description; b. The list of Requests for Change implemented; c. The list of Task Authorizations implemented; d. The list of known bugs; e. The version of each E-Poll Solution component comprising the release, including all documents (designs, specifications, manuals, training materials, etc.). f. Release testing notes identifying the details of the testing that the Contractor has completed.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
324.	The E-Poll Solution must implement a product development life cycle which provides an auditable record of deficiencies, corrective actions, testing and verification of deficiency resolution.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
325.	The Contractor must manage changes and corrective actions in relation to all E-Poll Solution components in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
326.	The Contractor must assess the risks associated with any changes and corrective actions in relation to the E-Poll Solution and for sharing all details with EC in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT and in a manner compliant with ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
328.	The Contractor must provide Problem Management Services for all identified problems that are determined to be related to IT systems and services under the control of the Contractor.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
329.	All E-Poll Solution components must support an average user wait time for a visible interaction with the E-Poll Solution component below 1 second.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
330.	All E-Poll Solution components must not exceed a maximum user wait time for a visible interaction with the E-Poll Solution component of more than 3 seconds. (based on one average ED of data – approximately 150,000 Elector test data records as provided by EC).	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
331.	The E-Poll Solution must support up to 30 concurrent E-Poll Devices performing poll operation functions at each Polling Place.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
332.	The E-Poll Solution must support a minimum rate of processing of two complete, from beginning to the end, voter transactions per minute per E-Poll Device per Polling Place (i.e. a throughput of 60 Electors per minute or one Elector per second in a Polling Place with 30 Service Points).	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
333.	E-Poll Solution hardware and software must support the ability for an EO to consistently obtain a successful scan of a barcode in under 3 seconds.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column



335.	The network connection between the EC data centre and the Contractor Central Server must have a rate of packet loss of 0.04% or less.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
336.	The network connection between the EC data centre and the Contractor Central Server must provide transmission delay on the MPLS circuit (i.e. latency) of 20 milliseconds or less on all received valid packets.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
337.	The network connection between the EC data centre and the Contractor Central Server must provide failover time of less than 50 milliseconds to restore MPLS service.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
338.	The Contractor must proactively monitor E-Poll Solution components, to detect and correct faults and, using trend analysis of incidents across time, to reduce the number of instances of performance degradation and corrective maintenance in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	G / R3 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
340.	Starting at the effective date, and for the duration of the contract, the Contractor must provide all necessary resources and staff to operate a Service Desk in accordance with this SOW for the centralized monitoring and resolution of EC E-Poll Incidents as described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
341.	The Contractor must have Service Desk support processes defined and practiced; including incident management, problem management, change management and escalation process.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
342.	The Contractor Service Desk must coordinate incident response in close coordination with EC and act as a point of contact for communications with EC representatives for incidents.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
343.	The Contractor must ensure that the Service Desk can respond to networking, hardware, software, database and security management Support Requests pertaining to the Contractor Central Server, all RO (and AARO) office components, E-Poll Devices and procedures which constitute the E-Poll Solution.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
344.	The Contractor must initiate a Support Request through the Service Desk when it identifies any failure or deficiency, and treat such Support Request in the same manner as if it would have been initiated by EC. The Contractor must send an acknowledgment to the Technical Authority within 5 minutes of initiating the Support Request.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
345.	The Contractor Service Desk must include a unique and dedicated telephone number, answered using both Official Languages of Canada (French, English) as requested by the caller, available: a. during Electoral Events, 24 hours per day, 7 days per week b. outside Electoral Events, on Business Days between 8:00am and 4:00pm EST.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
346.	The Contractor must notify EC if Contractor Service Desk is not available and provide the name of a person with whom EC can communicate as necessary during the Contractor Service Desk outage: a. during Electoral Event Periods, within 15 minutes, or b. outside Electoral Event Periods, within one Business Day.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
348.	The E-Poll Device must prevent EOs from browsing the Internet or accessing any other device from the E-Poll Device except as expressly intended in these requirements or elsewhere in the SOW.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
348.a	The E-Poll Device must allow EOs to access pre-approved websites when there is network connectivity.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
349.	When the device is powered on, the E-Poll Device must directly initiate the Contractor application software, providing no access to the device operating system or operating system functions.	G / R3 - U	3			
350.	Upon successful login by the EOs the E-Poll Device must display a privacy message screen which must: a) display a configurable privacy message which will be provided by EC b) the privacy message must be displayed in both Official Languages (English and French) c) the privacy message must require acknowledgement by the EO	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
352.	The E-Poll Solution must provide a Barrier Message which prevents any EC data from being loaded to a Contractor's product for another Contractor customer, or any other Contractor product, which was not authorized by EC to accept EC data load.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

353.	The E-Poll Solution must provide a Barrier Message which prevents any non-EC provided data from being loaded to a Contractor's product which is authorized by EC to accept EC data load.	B / R2 - U	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
354.	All protected data, on every Contractor device deployed in relation to this contract, must be purged once the device is decommissioned. This must be done in a way that is compliant with CSE policies (TSCG L/G and ITSG-06: Clearing and Declassifying Electronic Data Storage Devices).	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
356.	The Contractor must provide a SOC with the infrastructure and resources required for the centralized monitoring and resolution of EC E-Poll Solution security incidents.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
357.	The Contractor SOC must coordinate security incident response in close coordination with EC and act as a point of contact for communications with EC representatives for security incidents.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
358.	The Contractor SOC must include a unique and dedicated telephone number, answered using the Official Languages of Canada (French, English) as requested by the caller, available: a. during Electoral Event Periods, 24 hours per day, 7 days per week b. outside Electoral Event Periods, on Business Days between 8:00am and 4:00pm EST.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column
359.	The Contractor must notify EC if Contractor SOC is not available and provide the name of a person with whom EC can communicate as necessary during the Contractor SOC outage: a. during Electoral Event Periods, within 15 minutes, or b. outside Electoral Event Periods, within one Business Day.	C - E	4			Warning: Bidder must commit to delivering this EC Category 4 Requirement or be disqualified. Insert a 'Y' or a 'N' in the Bidder Will Deliver column

# Instructions

On this sheet, insert appropriate information in column (F) and (G).

If a score higher than 0 in (J) is expected but remains at 0, verify:

- A value in column (F) for the Evaluation Criteria has been selected.
- A value in column (I) for the Evaluation Criteria in the Delivery Schedule sheet has been selected.

Criterion #	Rated Evaluation Criteria	SOR ID #	EC Category	(F) Bidder Self Eval	(G) Bidder Explanation	(J) Bidder Score
R1	The E-Poll Device must, whenever information is shown in both languages at the same time, if the province of the Polling Place address is Quebec, show the French language before the English language, otherwise, show the English language before the French language.	3.	4			0
R2	The E-Poll Device must use best practice process wizard techniques to guide EOs through the various voting process scenarios, ensuring that compulsory information is completed before the EO can proceed to the next step.	6.	4			0
R3	The E-Poll Device must, after an Elector is Struck, prohibit any changes or reversal to transactions performed pertaining to all Electors prior to the one just Struck.	13.b	4			0
R4	The E-Poll Device should not permit EOs to mute the scanning beep of the device used to scan VICs.	15.a	3			0
R5	The E-Poll Device should display the current local time based on the Polling Place time zone.	16.	1			0
R6	The E-Poll Device Kit must provide a carrying case for each E-Poll Device and all necessary supporting Polling Place E-Poll Solution Components which must enable EOs to securely transport the E-Poll Solution components to and from Polling Places.	19.	4			0
R7	The E-Poll Device Kit carrying case must not exceed 40 Litres (2440 cubic inches) and no single dimension exceeding 50 cm (20 inches).	19.a	4			0
R8	The E-Poll Device Kit carrying case must provide the necessary protection to ship the package by ground or air without damage under normal handling conditions.	19.b	4			0
R9	The E-Poll Device Kit carrying case must have a carrying handle for transporting the unit using only one hand.	19.c	4			0
R10	The E-Poll Device Kit carrying case may have a sling or strap for carrying on the shoulder.	19.d	2			0

<b>R11</b>	The E-Poll Device Kit carrying case for each E-Poll Device with all Polling Place E-Poll Solution components inside, must not exceed 9kg (19.8 pounds).	<b>19.e</b>	4			0
<b>R12</b>	The E-Poll Device Kit carrying case may have wheels for easier transportation by an EO.	<b>19.f</b>	2			0
<b>R13</b>	The E-Poll Device must be operable from battery for a minimum of 14 hours, with all necessary batteries being included in the carrying case (in this duration, up to two disruptions, each of 5 minutes or less, for replacing batteries, is acceptable).	<b>22.</b>	4			0
<b>R14</b>	The E-Poll Device replacement batteries must be rechargeable separate from the E-Poll Device (for recharging while the E-Poll Device is in use with another battery), with any separate recharging station or power cords being included in the carrying case.	<b>22.a</b>	4			0
<b>R15</b>	The E-Poll Devices must be simple appliances that are turned on and operate as required with no requirement for on-site, or over-the-wire technical support. (The Contractor is not required to provide physical assistance to any site other than EC, ORO, AARO offices, and the site(s) of the Contractor Central Server(s)).	<b>23.</b>	4			0
<b>R16</b>	The Contractor must deliver intuitive, user-centric systems and services that adopt and leverage best practices in solution design, such as but not limited to a system that must: <ul style="list-style-type: none"> <li>a. Ensure consistent and standardized User Interface in the E-Poll Solution.</li> <li>b. Guide the users by providing context sensitive help messages and visual process maps provided by EC, when requested.</li> <li>c. Design an Intuitive User Interface by adhering to best practices in interface design, such as “Make interactive Objects obvious”, “Give Feedback”, “Never have users repeat anything”, “Always have default values in fields and forms”, etc.</li> <li>d. Protect a user from system and human errors, by putting automatic system based fault tolerance features such as putting confirmation steps in user workflows.</li> </ul>	<b>24.</b>	4			0
<b>R17</b>	The E-Poll Device should validate user-entered data upon entry at the field level (e.g. data types: dates and numbers, and specific fields with defined structures such as postal codes and telephone numbers must be validated upon entry).	<b>25.</b>	3			0
<b>R18</b>	Each E-Poll Solution component's look and feel should follow a standard, theme, and text tone across the component.	<b>26.</b>	2			0
<b>R19</b>	Each E-Poll Solution component's look and feel should draw attention to key buttons using position, size, and/or highlight.	<b>27.</b>	2			0

<b>R20</b>	Each E-Poll Solution component's look and feel should aid recognition with headers, tooltips, and icons.	<b>28.</b>	2			0
<b>R21</b>	Each E-Poll Solution component's look and feel should provide brief user instructions and tips in a consistent manner across all controls and displays.	<b>29.</b>	2			0
<b>R22</b>	All E-Poll Solution components should not collect the same information from the user more than once	<b>30.</b>	2			0
<b>R23</b>	The E-Poll Solution must support customizable colour selection and other visual configuration options to enable EC to brand the interface in accordance with EC standards (e.g. colours reserved by EC as not representing any political party).	<b>31.</b>	4			0
<b>R24</b>	The E-Poll Device should provide a frequently asked questions function which is accessible at any time during operation, without losing the context of the current Elector transaction, and which provides topic based navigation.	<b>32.</b>	3			0
<b>R25</b>	The E-Poll Solution should provide a visible code on each user screen which, for the purposes of remote support, allows a user seeking assistance to uniquely verify to a remote support person, the function and step they are currently performing.	<b>33.</b>	2			0
<b>R26</b>	All E-Poll Device Elector facing functions must be WCAG 2.0 Level AA compliant.	<b>34.</b>	4			0
<b>R27</b>	All E-Poll Device non-Elector, i.e. worker facing, functions should be WCAG 2.0 Level AA compliant.	<b>35.</b>	3			0
<b>R28</b>	All functions should be WCAG 2.0, Level AAA compliant where applicable.	<b>36.</b>	2			0
<b>R29</b>	The E-Poll Solution must provide for EC Configurable text for all Oaths displayed to Electors (wherever in these requirements the requirement for an Oath is identified, EC must provide bilingual variants of the final wording of the Oath text).	<b>37.</b>	4			0
<b>R30</b>	The E-Poll Solution should provide for the E-Poll Device, EC Configurable text for all Information Messages, Confirmation Messages, Warning Messages and Barrier Messages displayed to EOs (wherever in these requirements the wording for messages or errors is identified, EC will provide bilingual variants of the final wording of the text).	<b>38.</b>	3			0
<b>R31</b>	The E-Poll Solution should provide for EC Configurable labels for all text displayed to EOs.	<b>38.a</b>	1			0
<b>R32</b>	The E-Poll Solution should provide EC the ability to manage the list of approved websites accessible to EOs on the E-Poll Devices.	<b>39.</b>	4			0

<b>R33</b>	The E-Poll Solution must provide for EC, Configurable functionality when determining if the Elector is at the correct Polling Place, to also determine if the Elector may be served by the E-Poll Device based on the Polling Station specified for the Elector, and the Polling Station(s) served by the E-Poll Device.	<b>40.</b>	4			0
<b>R34</b>	The E-Poll Solution should permit Configurable functionality to set the frequency of the updates provided for the Polling Place statement of Electors who have voted (i.e. the level of rounding that occurs on the Electors actual vote time, for example to every thirty minutes or every sixty minutes).	<b>41.</b>	3			0
<b>R35</b>	The E-Poll Solution should provide configurable process flow which permits EC to design and alter the Elector process, i.e., to insert or remove EO actions such as the need to collect an Electronic Signature, capture an Oath, or make a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries)	<b>42.</b>	3			0
<b>R36</b>	The E-Poll Solution must permit EC, through a simple configuration, to enable or disable the requirement, for Advance Polls only, to require the EO to capture the Elector's Electronic Signature before allowing the EO to Strike the Elector.	<b>43.</b>	4			0
<b>R37</b>	The E-Poll Solution should support configurable EC defined checklists through the Contractor Central Server in support of E-Poll Devices as follows: a. Setting up the Service Point b. Hand counting the paper ballots c. Packing up the Service Point d. Daily close of Advance Polls e. Change of EO at Service Point	<b>44.</b>	3			0
<b>R38</b>	The E-Poll Device must provide auditable records which show that all EC information loaded to the device for operation was complete and accurate.	<b>46.</b>	4			0
<b>R39</b>	The E-Poll Solution must provide audit tools and procedures for both the Contractor Central Server and the E-Poll Devices to enable EC to access audit logs for all E-Poll Solution components.	<b>47.</b>	4			0
<b>R40</b>	The E-Poll Solution must preserve all information, never overwriting or otherwise deleting any information during operation (each operation to be logged, each alteration of data to preserve the record as it appeared before alteration) ensuring that each data transaction can be reversed, and that the record of the information initially provided to the Polling Place, and all alterations and additions constitute the final record.	<b>48.</b>	4			0

<b>R41</b>	The E-Poll Solution must provide a Warning Message when allocated audit record storage volume reaches 75%, 85% and 95% of repository maximum audit record storage capacity.	<b>48.a</b>	4			0
<b>R42</b>	The E-Poll Solution must provide a Barrier Message when allocated audit record storage volume reaches 100% of repository maximum audit record storage capacity which prevents further operation.	<b>48.b</b>	4			0
<b>R43</b>	The E-Poll Device must, for every instance of a Warning Message where the EO chooses to continue the operation, record in the audit logs all the information pertinent to the operation and all EO identities in effect at the time (minimum two EOs, and potentially a Supervising EO as well).	<b>49.</b>	4			0
<b>R44</b>	The E-Poll Device must whenever two (or more) EOs are prompted to provide login credentials, prompt the user, in both Official Languages, that the first user providing credentials is the operator of the E-Poll Device, and the second credentials provided are another verifying or supervising EO. Configurable wording shall be provided by EC.	<b>52.</b>	4			0
<b>R45</b>	The E-Poll Solution must log all exchange of data and must make these logs available to EC. This includes any exchange of data: <ul style="list-style-type: none"> <li>a. between the EC's data centre and the Contractor Central Server</li> <li>b. Between the Contractor Central Server and the Contractor's Polling Place E-Poll Devices</li> <li>c. Any other bulk exchanges of data which are performed as part of the E-Poll Solution operation (for example, at RO offices).</li> </ul>	<b>53.</b>	4			0
<b>R46</b>	The E-Poll Solution must demonstrate with a high level of assurance that the audit log entries can be relied upon to provide a true record of events at the Service Point and for the entire Polling Place.	<b>55.</b>	4			0
<b>R47</b>	The E-Poll Device should, when entering the VIC barcode manually, pre-populate the first 5 digits of the barcode based on the ED of the Elector.	<b>61.</b>	1			0
<b>R48</b>	The E-Poll Device must, when any search matches more than one record for an Elector (same Elector Identifier), and any record for that Elector is recorded with any voted status, display only the voted record.	<b>67.</b>	4			0
<b>R49</b>	The E-Poll Device must, for Advance Polls only, require the EO to capture the Elector's Electronic Signature before allowing the EO to Strike the Elector (subject to an EC configuration to enable this option).	<b>70.a</b>	4			0

<b>R50</b>	The E-Poll Device should, when any search matches more than one record, allow the EO to re-sort displayed matching records by any field in the displayed List of Electors.	<b>75.</b>	1			0
<b>R51</b>	The E-Poll Device should provide the ability to filter any search result to either all Electors or only "Not Voted" status Electors.	<b>76.</b>	1			0
<b>R52</b>	The E-Poll Device should provide the ability to filter any search result to either all Elector records or only the "Active" record for each Elector.	<b>78.</b>	2			0
<b>R53</b>	The E-Poll Device should provide the ability to locate Elector records when List of Elector record fields match any portion of the search criteria entered.	<b>81.b</b>	1			0
<b>R54</b>	The E-Poll Device should provide the ability to locate Elector records using variations of names (e.g. Bob, Bobby, Robert, Rob), and spellings (e.g. Tammy, Tami) when a variant is entered as search criteria.	<b>82.</b>	1			0
<b>R55</b>	The E-Poll Device should provide the ability to locate Elector records when List of Elector name fields (i.e. first and last) are reversed.	<b>83.</b>	1			0
<b>R56</b>	The E-Poll Device should be able to contain the list of electors for every ED within a province.	<b>84.c</b>	3			0
<b>R57</b>	The E-Poll Device should be able to access, within the Local Area Network at Polling Place, the list of electors for every ED within Canada.	<b>84.d</b>	3			0
<b>R58</b>	The E-Poll Device should, when entering search criteria for an Elector record, begin returning matching results after a minimum of 3 characters are entered within a searchable field for last name, given names, or street name.	<b>85.</b>	1			0
<b>R59</b>	The E-Poll Device should provide name suggestions based on matching names on the List of Electors when the EO enters characters in searchable fields (last name, given names, street name).	<b>86.</b>	1			0
<b>R60</b>	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data (name and address) to populate the search criteria for an Elector search.	<b>87.</b>	1			0
<b>R61</b>	The E-Poll Device should, if an EO attempts to allow an Elector to attest for themselves, issue a Barrier Message to the effect that Electors cannot attest for themselves.	<b>89.d</b>	3			0



<b>R62</b>	The E-Poll Device must, whenever a Registration is completed (i.e. before striking and issuing a ballot to a new registered Elector), if no date of birth is provided, issue a Warning Message to the effect that if no date of birth is provided, the Elector must not be added to the National Register Of Electors and must have to register again for future Elections.	<b>91.</b>	4			0
<b>R63</b>	The E-Poll Device must, whenever a Registration is performed in a By-Election, display a Warning Message to the effect that the Elector must have been resident in the ED at the start of revision, (showing the EC provided start of revision date).	<b>92.</b>	4			0
<b>R64</b>	The E-Poll Device must, whenever a Registration is performed in a By-Election, additionally require the following information be entered as part of the Registration: a. Confirmation that the Elector has been resident in the ED since the start of revision.	<b>93.</b>	3			0
<b>R65</b>	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data to populate Elector information (name and address) when registering an Elector.	<b>107.</b>	1			0
<b>R66</b>	The E-Poll Device should provide the ability to scan a driver's license barcode (or another acceptable piece of ID), and use the encoded data to populate Elector information (name and address) when correcting an Elector record.	<b>113.</b>	1			0
<b>R67</b>	The E-Poll Device must provide the ability for an EO to search the national Poll Key using a residential address to determine an Elector's ED, PD and Polling Place.	<b>115.</b>	4			0
<b>R68</b>	The E-Poll Device should provide the ability for an EO to search for an address in the poll key (only supporting the civic address type specified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions).	<b>115.a</b>	3			0
<b>R69</b>	The E-Poll Device must, when searching for an Elector, and only an address is entered, and the address is found in the Poll Key database for a different Polling Place, display a Barrier Message to the effect that Electors for that address must either have a Transfer Certificate or they must vote at a different Polling Place, and display the ED, Polling Place name and address associated with the address search criteria.	<b>116.</b>	4			0
<b>R70</b>	The E-Poll Device should, when an Elector is found to be in the wrong Polling Place, provide the ability to display a map of the location of the correct Polling Place.	<b>117.</b>	1			0

<b>R71</b>	The E-Poll Device should, when an Elector is found to be in the wrong Polling Place, provide the ability to display written directions to the correct Polling Place.	<b>118.</b>	1			0
<b>R72</b>	The E-Poll Device must, for Electors voting with a Transfer Certificate, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has been allowed to vote (Strike an Elector) – (i.e., not added to the list per se, because they already appear properly on the list at another Polling Place, but recorded in the Poll Book as having voted at the current Polling Place).	<b>120.</b>	4			0
<b>R73</b>	The E-Poll Device must, whenever an EO attempts to register an Elector, or perform a change of address for an Elector on the list, if the E-Poll Device determines (based on their residential address and national Poll Key) that the Elector’s ED does not match the ED of the Polling Place, provide a Barrier Message to the EO (that the Elector is not eligible to vote at this Polling Place).	<b>123.</b>	4			0
<b>R74</b>	The E-Poll Device must record the Strike (issue of ballot) and voted (return of ballot) information for Electors separately from the voted status information provided as part of the EC list to the Polling Place so that both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status) are reportable from the device.	<b>135.</b>	4			0
<b>R75</b>	The E-Poll Device should provide a function for a supervising EO to enter an EO name, work start time and work end time to aid ROs in identifying which EOs actually worked at polls, where and when versus what was scheduled.	<b>146.</b>	1			0
<b>R76</b>	The E-Poll Device should provide a "Mobile Poll" function that will place the device in a "poll in transit" state, disabling all device functions (for use by Mobile Polls to track non-operational time and new location).	<b>149.</b>	1			0
<b>R77</b>	The E-Poll Device should provide a "resume poll" function from the "poll in transit" state to re-activate operation of the polling device by entering two EO names and corresponding correct passwords from the database of EO credentials, returning the device to the "open poll" state, and prompting the EO to select a new location for the Mobile Poll (for use by Mobile Polls to track location).	<b>149.a</b>	1			0
<b>R78</b>	The E-Poll Device should, during the operation of the poll, provide a function to measure total service wait time by providing a token to an Elector when they arrive at the Polling Place which is scanned again at the Service Point when they arrive for service (the token must not be associated to the elector carrying it).	<b>153.</b>	1			0

<b>R79</b>	The E-Poll Device should enable the RO office to send one or more messages to some or all Polling Places, which will pop-up on the screen of each E-Poll Device at the Polling Place.	<b>154.</b>	1			0
<b>R80</b>	The E-Poll Device should provide a report for EOs to review previously received messages from the RO office.	<b>155.</b>	1			0
<b>R81</b>	The E-Poll Solution should enable an EO to send one or more messages to the Contractor Central Server which will be viewable by ROs when displaying the device status from the Contractor Central Server.	<b>156.</b>	1			0
<b>R82</b>	The E-Poll Device must provide a function accessible by EOs upon completion of the count which exports to a USB drive, or comparable device, for inclusion in the poll bag: a. the identity of the E-Poll Device, b. the identity of each EO that has been authorized by the E-Poll Device, and c. a complete encrypted copy of all device specific data captured on the E-Poll Device (including data from other E-Poll Devices which has been synchronized to the current device.) Note that the information captured on the E-Poll Devices from other Service Points is required.	<b>157.</b>	4			0
<b>R83</b>	The E-Poll Device must provide a software utility which can be used to decrypt the records on a USB device created under requirement 157 to present the complete record of Service Point and Polling Place activities for review as directed by the Chief Electoral Officer.	<b>157.a</b>	4			0
<b>R84</b>	The E-Poll Device must, after the hand count of the ballots for the Polling Place, at the direction of a supervising EO, execute an algorithm provided by EC which allocates to PDs, ballots counted for candidates, but with no PD specified, and display the result (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).	<b>168.a</b>	4			0
<b>R85</b>	The E-Poll Device must provide a function to re-select the Polling Place (by name and address) by entering two EO credentials and corresponding passwords from the database of EO credentials.	<b>177.</b>	4			0
<b>R86</b>	The E-Poll Solution must permit an E-Poll Device which has been used at an Advance Polling Place, to receive all necessary updates to enable the reuse of the device at an Ordinary Polling Place without having to return the E-Poll Device to the RO office.	<b>191.</b>	4			0
<b>R87</b>	The Contractor must recoup all Contractor provided equipment from RO and AARO offices to the Contractor's inventory for EC.	<b>196.</b>	4			0
<b>R88</b>	The Contractor must confirm to EC, all equipment returned and not returned to the Contractor's inventory for EC.	<b>197.</b>	4			0

<b>R89</b>	The E-Poll Device must permit an individual EO (one EO's credentials have been provided) to access a (public or private) wireless network, and securely synchronize with the Contractor Central Server.	<b>205.</b>	4			0
<b>R90</b>	The E-Poll Device must support exactly one role on E-Poll Devices: EO. Note that where a supervising EO is required, this is simply the credentials of a third EO.	<b>206.</b>	4			0
<b>R91</b>	The E-Poll Solution must support defining named user accounts and credentials for the purpose of authenticating EOs for use of E-Poll devices.	<b>207.</b>	4			0
<b>R92</b>	The Contractor's solution must permit an EO to authenticate to any E-Poll device within their assigned ED.	<b>208.</b>	4			0
<b>R93</b>	An E-Poll Device must enable two EOs to be able to reset the password for a third.	<b>209.</b>	4			0
<b>R94</b>	The E-Poll Device must provide a function to make last minute additions and changes to valid user credentials on each E-Poll device up to and including Election Day.	<b>210.</b>	4			0
<b>R95</b>	The E-Poll Solution must provide administrative roles and user accounts for ECHQ users accessing the Contractor Central Server to configure the E-Poll Solution.	<b>211.</b>	4			0
<b>R96</b>	The E-Poll Solution must provide roles and user accounts for ECHQ users accessing the Contractor Central Server to monitor the Electoral Event and access business intelligence functions at a national level.	<b>212.</b>	4			0
<b>R97</b>	The E-Poll Solution must provide roles and user accounts for RO users accessing the Contractor Central Server to monitor the Electoral Event and access business intelligence functions for their ED.	<b>213.</b>	4			0
<b>R98</b>	The E-Poll Solution should provide an administrative access to EC which will enable EC to define and configure necessary access by ROs and their staff to the monitoring functions provided by the Contractor Central Server.	<b>214.</b>	2			0

<b>R99</b>	<p>The E-Poll Solution should provide the ability to produce customizable reports from operational measures (facts) such as:</p> <ul style="list-style-type: none"> <li>a. The number of device transactions, including searches.</li> <li>b. The number of non-validated addresses captured by Registration.</li> <li>c. The number of devices operational at the opening of polls and timing profile for late opening devices.</li> <li>d. The number of devices closing on time and timing profile for late closing devices.</li> <li>e. The number, timing and duration of device suspensions during polling hours.</li> </ul> <p>The average time to conduct opening and closing checklists and counting activities.</p>	<b>215.</b>	2			0
<b>R100</b>	<p>The E-Poll Solution should provide the ability to group, subtotal and order customizable reports by operational business entities (dimensions) such as:</p> <ul style="list-style-type: none"> <li>a. Service transaction type (happy path, Registration, correction etc.)</li> <li>b. E-Poll Device</li> <li>c. EO</li> <li>d. Date time</li> <li>e. Polling Place</li> <li>f. Polling Place type (advance vs ordinary)</li> <li>g. ED</li> <li>h. PD</li> <li>i. Province</li> </ul>	<b>216.</b>	2			0
<b>R101</b>	<p>All hardware, software, and firmware components of the E-Poll Solution must be legitimate, official, licensed, and of production-grade.</p>	<b>217.</b>	4			0
<b>R102</b>	<p>The Contractor must, for the Term of the Contract, provide hosting services for the Contractor Central Server provided by a service provider holding a valid ISO 27001:2013 certification, and such ISO certification must be issued by a reputable certification body (such as a certification body employing CASCO standards).</p>	<b>223.a</b>	4			0
<b>R103</b>	<p>The Contractor must provide all Contractor Central Server Software (i.e. the Contractor E-Poll Solution software, and all supporting software required to meet the requirements of this SOW such as: operating system, RDBMS (Relation Database Management System) software, drivers, backup and recovery etc.)</p>	<b>224.</b>	4			0

<b>R104</b>	Where the E-Poll Solution requires the use of secured USB keys, SD cards or other electronic storage devices, the Contractor must supply them.	<b>225.</b>	4			0
<b>R105</b>	The Contractor must provide all E-Poll PP Kits (i.e. the E-Poll Solution Polling Place supporting physical accessories required to meet the requirements of this SOW which are not part of the E-Poll Device Kit, for example LAN components).	<b>228.a</b>	4			0
<b>R106</b>	The Contractor must provide all E-Poll RO Kits (i.e. the Contractor RO Office supporting physical accessories required to meet the requirements of this SOW which are not part of the E-Poll Device Kit, for example LAN/WAN components).	<b>228.b</b>	4			0
<b>R107</b>	The Contractor must provide all E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits in the quantities specified per "Section 38.07 Integration and Testing" of the SOW to support EC testing.	<b>228.c</b>	4			0
<b>R108</b>	The Contractor must ensure that, for each Electoral Event, every component part of each of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits are of sufficiently comparable version that the physical and functional forms (look, feel, training, usability, etc.) are identical from a user perspective.	<b>228.d</b>	4			0
<b>R109</b>	The Contractor must ensure that, for each Electoral Event, the software image for every component part of each of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits are identical, including the operating system patched to the same version, component COTS products patched to the same version, and the Contractor's software components at the EC UAT approved Event Ready version for that Electoral Event.	<b>228.e</b>	4			0
<b>R110</b>	The delivery of the E-Poll Device Kits, E-Poll PP Kits and E-Poll RO Kits to ORO and AARO offices must be completed within 96 hours of Notification to ship.	<b>230.a</b>	4			0
<b>R111</b>	The Contractor must provide all hardware (server) infrastructure required, if any as proposed by the Contractor, located at the ORO, to support: <ul style="list-style-type: none"> <li>a. configuring the devices for use at ORO</li> <li>b. managing downloaded updates from the Contractor Central Server</li> <li>c. managing upload of all information collected during operation of the E-Poll Devices to the Contractor Central Server</li> <li>d. decommissioning the devices at the ORO</li> <li>e. managing the inventory of devices (assignment to EOs and return to RO)</li> <li>f. EO training on E-Poll Devices</li> </ul>	<b>233.</b>	4			0

<b>R112</b>	The E-Poll Solution must support information exchange from EC's data centre information systems to the Contractor Central Server as defined in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules.	<b>234.</b>	4			0
<b>R113</b>	The E-Poll Solution must support bulk load of credentials for all EOs within the ED at the ORO/AARO office to all E-Poll Devices prior to deployment (E-Poll Device credentials for EOs will be captured at the time of training).	<b>235.</b>	4			0
<b>R114</b>	The E-Poll Solution must, during Service Point polling operation, automatically upload information from the Contractor Central Server to the EC data centre as soon as it is received as described in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules.	<b>236.</b>	4			0
<b>R115</b>	The E-Poll Solution must, during Service Point polling operation, automatically download EC data updates from the EC data centre to the Contractor Central Server as soon as it is available as described in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules..	<b>237.</b>	4			0
<b>R116</b>	The E-Poll Solution must support automatic upload and download of information between the E-Poll Devices, the Contractor Central Server, and the EC data centre, in as close to real-time as possible.	<b>238.</b>	4			0
<b>R117</b>	The E-Poll Solution must, when communicating information between the Contractor Central Server and EC, operate all operations at an ED level, neither assuming that data for any ED other than the one for the current transaction exists or does not exist. (The E-Poll Solution must support General Elections and referendums where data will be present for all EDs, and By-Election events for a small group of EDs which may overlap with a different By-Election event supporting a different small set of EDs on a different Electoral Event Calendar). Data will be provided on an ED by ED basis.	<b>239.</b>	4			0
<b>R118</b>	The E-Poll Solution must provide procedures and infrastructure to perform bulk load of information to E-Poll Devices in the RO office prior to deployment to the Polling Place.	<b>240.</b>	4			0

<b>R119</b>	The E-Poll Solution must, whenever receiving List of Elector information through the API from EC as described in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules, ensure that information flagged for update by EC is updated on each applicable E-Poll Device (devices within the affected ED) as soon as connectivity permits, unless the record has been Marked as Voted at the Service Point.	<b>241.</b>	4			0
<b>R120</b>	The E-Poll Solution must, whenever receiving List of Elector information through the API from EC as described ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries, ANNEX A – APPENDIX E.7 –Data Integration – Web Services and ANNEX A – APPENDIX E.8 –Data Integration – Validation Rules, ensure that information flagged for deletion by EC is deleted from each applicable E-Poll Device (devices within the affected ED) as soon as connectivity permits unless the record has been Marked as Voted at the Service Point.	<b>242.</b>	4			0
<b>R121</b>	The E-Poll Solution must (be resilient and) support multiple list records provided by EC for the same Elector (same Elector Identifier) with any number of "Active" and/or "Inactive" records without error to the EO. (In the event that there is more than one "Active" record for an Elector, wherever these requirements assume a single record, the record that is meant is the latest "Active" record received from EC. Should this occur, it is acceptable for the Contractor to update any previously received "Active" record for the same Elector Identifier to "Inactive").	<b>244.</b>	4			0
<b>R122</b>	The E-Poll Solution must, whenever multiple records for an Elector (same Elector Identifier) are received from EC, and the E-Poll Device sets the status of any of the records to "Voted", treat all records on the list for that Elector Identifier as "Voted" (to prevent multiple voting using different available records).	<b>245.</b>	4			0
<b>R123</b>	The E-Poll Solution design must ensure that content and format of all data being exchanged between the Contractor and EC follows an established standard and open data format that allows for verification of content and structure at source and destination.	<b>246.</b>	4			0
<b>R124</b>	The E-Poll Solution must maintain EC primary keys required to build internal interface processes and retain data integrity. This applies to data originally supplied by EC as well as data collected and/or processed by the E-Poll Solution.	<b>247.</b>	4			0



<b>R125</b>	The network connection between the EC data centre and the Contractor Central Server must provide dedicated and diverse path MPLS facility connectivity (i.e. dual MPLS paths) that supports OSPF routing protocol for the MPLS IGP.	<b>249.</b>	4			0
<b>R126</b>	The network connection between the EC data centre and the Contractor Central Server must work with EC's end-points and comply with EC's standards (currently a pair of 3810-A EC customer edge device (Fortinet) configured in High Availability mode).	<b>250.</b>	4			0
<b>R127</b>	The network connection between the EC data centre and the Contractor Central Server must handle failover scenarios such as, but not limited to, network failures, service host shutdown, and service not responding.	<b>252.</b>	4			0
<b>R128</b>	The E-Poll Device must support communication of information with the Contractor Central Server, when connectivity permits, as identified in the technical requirements, in a manner that does not perceptibly degrade performance for EOs using the device.	<b>253.</b>	4			0
<b>R129</b>	The E-Poll Device should automatically send status information, as soon as internet connectivity permits, to the Contractor Central Server which will be accessible to ROs, to be displayed beside the device states such as: low quantity of remaining ballots, low battery.	<b>258.</b>	1			0
<b>R130</b>	The E-Poll Solution must automatically and securely apply EC provided incremental data changes to the E-Poll Devices after they are deployed to the Polling Places as quickly as possible (near real-time) over public or private internet connections, when connectivity permits.	<b>259.</b>	4			0
<b>R131</b>	The E-Poll Solution should, when connectivity permits, as close to real-time as possible, automatically download all advance Poll strikes within the ED to all advance E-Poll Devices during, and after the close of, each of the four days of Advance Polls.	<b>260.d</b>	4			0
<b>R132</b>	The E-Poll Solution must support automatic upload of other poll book entries such as transfer certificate usage and incident reports at the polls from all E-Poll Devices to the Contractor Central Server as internet connectivity permits, prioritizing these lower than transfers in 259, 260, 260.a to 260.e, if necessary.	<b>260.f</b>	4			0

<b>R133</b>	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of any Polling Day, as close to real-time as possible or as soon as connectivity permits, automatically upload all Polling Place operational data and logs from other E-Poll Devices (which is redundantly available on the E-Poll Device) to the Contractor Central Server if the data from those other devices has not already been received by the CCS.	<b>260.g</b>	4			0
<b>R134</b>	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of each Advance Polling Day, as an alternative to network upload, provide a function for an EO to export the ED, PD and Elector Sequence Number of electors who have voted at the Advance Poll to a portable storage device which can be carried to the RO office and uploaded to the Contractor Central Server if the data from those other devices has not already been received by the CCS.	<b>260.h</b>	4			0
<b>R135</b>	The E-Poll Device must, after the device is placed into a closed state at the end of any Polling Day, upon successful completion of upload of all Service Point operational data and logs from the device to the Contractor Central Server, and having obtained from the Contractor Central Server the unique confirmation code identified in requirement 261, provide a clear visual indication to any authorized user accessing the device (and displaying the unique confirmation code), that the information from the device has been captured by the Contractor Central Server and may be decommissioned.	<b>261.b</b>	4			0
<b>R136</b>	The E-Poll Device must, when uploading information to the Contractor Central Server, if all of the device information has already been uploaded by another peer device, nevertheless upload its own data and obtain a unique confirmation code identified in requirement 261 for the current device.	<b>261.c</b>	4			0
<b>R137</b>	The E-Poll Device should communicate List of Elector record locking and completed voter transactions between devices within the Polling Place within 10s.	<b>265.a</b>	2			0
<b>R138</b>	Authorized users must have access to the E-Poll Solution functionality and its data at all times when they are required to do so.	<b>273.</b>	4			0
<b>R139</b>	The E-Poll Solution must provide EC with the ability to archive, restore and access all information in the Contractor Central Server, without dependency on the Contractor.	<b>278.</b>	4			0

<b>R140</b>	The E-Poll Solution must support concurrent and overlapping By-Election Electoral Events occurring in different EDs with different Electoral Event Calendars (one Electoral Event at a time per ED).	<b>281.</b>	4			0
<b>R141</b>	The Contractor must provide EC with read-only access to all data in the Contractor Central Server. This access is required as long as there is any EC data in the Contractor Central Server.	<b>282.</b>	4			0
<b>R142</b>	The E-Poll Solution must, for the duration of the archive period (10 years after the Electoral Event) be able to concurrently provide access to all past E-Poll Solution Electoral Event data for each Electoral Event in which the E-Poll Solution was used.	<b>284.b</b>	4			0
<b>R143</b>	The E-Poll Device must ensure automatic and verified backup of all data, at all times to at least one of: a. the Contractor Central Server, or b. another E-Poll Device at the Polling Place, or c. an external backup device co-located at the Polling Place.	<b>289.a</b>	4			0
<b>R144</b>	The E-Poll Device must protect all EC data and logs generated or updated in the Polling Place from any loss.	<b>289.b</b>	4			0
<b>R145</b>	The Contractor must provide detailed technical documentation, i.e. a data dictionary, that provides: a. Definitions of data entities and relationships between these entities as stored within the Contractor Central Server and on E-Poll Devices. b. Data access methods and procedures to view the data content stored within the Contractor Central Server and on E-Poll Devices.	<b>297.</b>	4			0
<b>R146</b>	The E-Poll Device should accept any values for EO credentials to access the training mode.	<b>303.</b>	1			0
<b>R147</b>	The E-Poll Device should support activation of training mode at any time, including during polling operation.	<b>306.</b>	2			0
<b>R148</b>	The E-Poll Device should, in the operational mode and training mode, provide the ability for EOs to toggle on and off pop-up guidance.	<b>309.</b>	1			0
<b>R149</b>	The E-Poll Device should provide the ability to select from a menu and play topic based EC training videos.	<b>310.</b>	2			0
<b>R150</b>	The E-Poll Device should provide the ability to select from a menu and access locally stored training manuals and other assistive products.	<b>311.</b>	3			0
<b>R151</b>	The E-Poll Solution must support up to 30 concurrent E-Poll Devices performing poll operation functions at each Polling Place.	<b>331.</b>	4			0

<b>R152</b>	The E-Poll Solution must support a minimum rate of processing of two complete, from beginning to the end, voter transactions per minute per E-Poll Device per Polling Place (i.e. a throughput of 60 Electors per minute or one Elector per second in a Polling Place with 30 Service Points).	<b>332.</b>	4			0
<b>R153</b>	The network connection between the EC data centre and the Contractor Central Server must have a rate of packet loss of 0.04% or less.	<b>335.</b>	4			0
<b>R154</b>	The network connection between the EC data centre and the Contractor Central Server must provide transmission delay on the MPLS circuit (i.e. latency) of 20 milliseconds or less on all received valid packets.	<b>336.</b>	4			0
<b>R155</b>	The network connection between the EC data centre and the Contractor Central Server must provide failover time of less than 50 milliseconds to restore MPLS service.	<b>337.</b>	4			0
<b>R156</b>	The E-Poll Device must prevent EOs from browsing the Internet or accessing any other device from the E-Poll Device except as expressly intended in these requirements or elsewhere in the SOW.	<b>348.</b>	4			0
<b>R157</b>	The E-Poll Device must allow EOs to access pre-approved websites when there is network connectivity.	<b>348.a</b>	4			0
<b>R158</b>	The E-Poll Solution must provide a Barrier Message which prevents any EC data from being loaded to a Contractor's product for another Contractor customer, or any other Contractor product, which was not authorized by EC to accept EC data load.	<b>352.</b>	4			0
<b>R159</b>	The E-Poll Solution must provide a Barrier Message which prevents any non-EC provided data from being loaded to a Contractor's product which is authorized by EC to accept EC data load.	<b>353.</b>	4			0

Max possible points for delivering all requirements:  
Max possible points for meeting all requirements completely at time of bid:  
**Max possible score:**

<b>515.0</b>
<b>1030.0</b>
<b>1545.0</b>

**Bidder Self Score:**

<b>0</b>
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# Instructions

On this sheet, insert appropriate information in column (F) and (G).

If a score higher than 0 in (J) is expected but remains at 0, verify:

- A value in column (F) for the Evaluation Criteria has been selected.
- A value in column (I) for the Evaluation Criteria in the Delivery Schedule sheet has been selected.

Criterion #	Rated Evaluation Criteria	SOR ID #	EC Category	(F) Bidder Self Eval	(G) Bidder Explanation	(J) Bidder Score
R160	The E-Poll Device must be operable by an EO following a maximum of two hours of training.	7.	4			0
R161	The E-Poll Solution must provide a data loading plan for ROs which will allow ACs in the RO office to successfully commission (load all data set out in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries in preparation for deployment of up to 60 E-Poll Devices to Advance Polls, - within the Electoral Event Calendar constraint times described ANNEX A – APPENDIX E.4 –The Electoral Calendar - Key Dates and E Poll Solution Activities, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for charging the devices, -requiring staff to unpack and handle no more than 30 devices at one time, and -with the use of not more than 2 ACs for a 12 hours period. [For example, to load 60 devices in 12 hours (1 calendar day) in 3 groups of 20 E-Poll Devices would require processing time (unpacked, loaded, charged and re-packaged) of 4 hours or less for each group].	180.	4			0
R162	The E-Poll Solution must provide a data loading plan and poll preparation plan for ROs which will allow ACs in the RO office to successfully commission (load all data set out in ANNEX A – APPENDIX E.6 –Data Integration – Data Dictionaries) in preparation for deployment of up to 240 E-Poll Devices at Ordinary Polls, -within the Electoral Event Calendar constraint times described in ANNEX A – APPENDIX E.4 –The Electoral Calendar - Key Dates and E Poll Solution Activities, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for charging the devices, -requiring staff to unpack and handle no more than 30 devices at one time, -with the use of not more than 2 ACs for two 12 hour periods. [For example, to load 240 devices in 24 hours (2 calendar days) in 8 groups of 30 E-Poll Devices would require processing time (unpacked, loaded, charged and re-packaged) of 4 hours or less for each group of 30].	181.	4			0
R163	The E-Poll Solution must provide a method which will deploy all information from the Contractor Central Server required to operate the E-Poll Devices at the polls in compliance with these requirements, from the Contractor Central Server to the E-Poll Devices to be implemented by ACs in the ORO in accordance with requirements 180 and 181.	182.	4			0

R164	The E-Poll Solution must provide capability for the AC to complete the initial download of data using the EC supplied internet at the ORO only one time for each of requirements 180 and 181, with alternate methods of replicating this data onto the remaining E-Poll Devices using the E-Poll Solution LAN or other medium, and not the ORO LAN or WAN.	182.a	4			0
R165	The E-Poll Solution must provide an E-Poll Device recommissioning plan for ROs which, after Advance Polling, will allow ACs in the RO office to successfully upload all data on each Advance Poll E-Poll Device to the Contractor Central Server, confirm the upload, and prepare the devices for receiving the Ordinary Poll data load -within one 12 hour work period, -within a workspace of 18 square meters (190 sq. ft.), -requiring no more than 4 electrical outlets, for using the un-charged devices, -requiring staff to unpack and handle no more than 30 devices at one time, and -with the use of not more than 2 ACs. [For example, to recommission 60 devices in 12 hours (1 calendar day), would require that 4 groups of 15 E-Poll Devices could be processed (unpacked, offloaded, recommissioned and re-packaged) within 4 hours for each group]	183.	4			0
R166	The E-Poll Solution must provide an E-Poll Device decommissioning plan for ROs which, after Polling Day, will allow ACs in the RO office to successfully upload all data on each Ordinary Poll E-Poll Device to the Contractor Central Server, confirm the upload, remove all EC data, and prepare the device for return to EC for 240 E-Poll Devices, -within five 8 hour business days, -within a workspace of 18 square meters (190 sq. ft.), -not requiring handling more than 30 devices at one time, and -not requiring more than 2 ACs. [For example, to decommission 240 devices in five business days (40 hours) in 20 groups of 12 E-Poll Devices would require processing (unpacked, offloaded, decommissioned and re-packaged) in 2 hours or less for each group]	184.	4			0
R167	The Contractor must receive the devices from the hardware manufacturer directly, and configure the devices to include all Contractor supplied software, and meeting all EC configuration, security and other requirements.	192.	4			0
R168	The Contractor must ship devices to one or more designated EC approved storage areas in Canada to arrive ready for RO and AARO office deployment in accordance with ANNEX A - APPENDIX G – ELECTORAL EVENT DEPLOYMENT SCHEDULES.	193.	4			0
R169	At the call of the Event, the Contractor must ship the E-Poll Devices in requisite quantities to each of the RO and AARO offices from which they will be deployed.	194.	4			0
R170	At all times when components of the E-Poll Solution are in transit, they must be secured as per ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS.	195.	4			0
R171	After each GE, when EC indicates to the Contractor that the GE result is a minority government, the Contractor must preserve the equipment available for EC's use and must start preparations to verify E-Poll Device readiness and await orders for repackaging.	198.	4			0

<b>R172</b>	After each GE, when EC indicates to the Contractor that the GE result is a majority government, the Contractor must purge the data from the E-Poll Devices as in Requirement 354, reducing the inventory level for EC at By-Election levels.	<b>199.</b>	4			0
<b>R173</b>	The Contractor must manage procurement, implementation and maintenance of all hardware, software, and licenses for all tiers of the E-Poll Solution.	<b>218.</b>	4			0
<b>R174</b>	The Contractor must provide EC with all necessary infrastructure, tools, licenses, procedures and reports necessary to conduct all forms of testing identified in this SOW as and when required under the contract scheduled deliverables, for Acceptance Testing and when requested by a Task Request.	<b>219.</b>	4			0
<b>R175</b>	The Contractor Operators Manual for the E-Poll Solution must describe the Contractor's policies and procedures for: a. installation of all E-Poll Solution components; b. maintenance and upgrade of all E-Poll Solution components; c. operation of all E-Poll Solution components; d. decommissioning and archive of all E-Poll Solution components; e. restoration from archive of all components necessary to support reporting and audit from the Contractor Central Server solution components; f. audit of all E-Poll Solution components; and g. secure operation of all E-Poll Solution components.	<b>220.</b>	4			0
<b>R176</b>	The Contractor Training and supporting materials for the E-Poll Solution must describe the Contractor's policies and procedures for: a. installation of all E-Poll Solution components; b. maintenance and upgrade of all E-Poll Solution components; c. operation of all E-Poll Solution components; d. decommissioning and archive of all E-Poll Solution components; e. restoration from archive of all components necessary to support reporting and audit from the Contractor Central Server solution components; f. audit of all E-Poll Solution components; and g. secure operation of all E-Poll Solution components.	<b>221.</b>	4			0
<b>R177</b>	The Contractor must provide the products, services and deliverables identified in ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE, in accordance with this SOW.	<b>222.</b>	4			0
<b>R178</b>	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at the Contractor Central Server hosting site to support communication between the Contractor Central Server and EC Data Centre.	<b>223.</b>	4			0
<b>R179</b>	The Contractor must provide all E-Poll software (i.e. the Contractor's E-Poll Solution software, and all supporting software required to meet the requirements of this SOW such as: operating system, RDBMS software, drivers, backup and recovery etc.)	<b>229.</b>	4			0
<b>R180</b>	The E-Poll Solution must automatically and securely upload all data and log files captured on E-Poll Devices to the Contractor Central Server, over public or private internet connections, after they are deployed to the Polling Places, as quickly as possible (near real-time) when connectivity permits.	<b>260.</b>	4			0

<b>R181</b>	Planned maintenance must occur between midnight Friday and 6:00a.m Monday, Eastern Standard Time, outside of the Electoral Event Calendar.	<b>267.</b>	4			0
<b>R182</b>	The Contractor must identify, to EC, any scale or licensing limitations that may take effect during any stage of the contract or while meeting scalability and performance requirements.	<b>270.</b>	4			0
<b>R183</b>	The network connection between the EC data centre and the Contractor Central Server must provide a connection capacity of 1GBit/Sec or more.	<b>271.</b>	4			0
<b>R184</b>	The Contractor must provide clear and reliable technology contingency solutions to ensure business continuity using technology at the Polling Places. (Contingency Planning, as per the SCP, must cover the Contractor's E-Poll Devices, the Contractor Central Server infrastructure, RO office infrastructure, and communication among them. This should be reflected in the Security Incident Response plan, as an availability emergency).	<b>272.</b>	4			0
<b>R185</b>	The E-Poll Solution must throughout the Electoral Event beginning at the issue of the Writs and ending 30 calendar days after Election Day, provide 99.999% availability for the Contractor Central Server (i.e. total downtime during the Election is not to exceed 50 minutes).	<b>274.</b>	4			0
<b>R186</b>	The E-Poll Solution must, outside the Electoral Event provide 99.9% availability for the Contractor Central Server during business hours.	<b>275.</b>	4			0
<b>R187</b>	The E-Poll Device must provide a mean time between failure (MTBF) that meets or exceeds 10,000 hours (this means that when operating 60,000 units, each for 14 hours, there should be an average of 84 failed units, or less).	<b>276.</b>	4			0
<b>R188</b>	The E-Poll Solution must, after the first Electoral Event deployment after contract award, be able to support a By-Election with up to 1500 E-Poll Devices in up to 10 EDs within ten calendar days of notice.	<b>277.</b>	4			0
<b>R189</b>	The E-Poll Solution must provide the necessary services and infrastructure, including software licenses, to enable secure access to all archived and operational information for ten years after the later of the completion of the last Electoral Event in which the E-Poll Solution is used, or the end of the contract.	<b>279.</b>	4			0
<b>R190</b>	The E-Poll Solution must ensure that following the completion of an Electoral Event for an ED, support for a subsequent Electoral Event in the ED is available within 60 calendar days of day 0 of the previous Electoral Event for that ED.	<b>280.</b>	4			0
<b>R191</b>	The Contractor must establish the following recovery procedures: a. backup; b. disaster recovery, including whole facility failure scenarios; c. data protection; d. data retention and disposal, and e. archiving – online, near line and off line, (collectively the “recovery procedures”).	<b>283.</b>	4			0



R192	The E-Poll Solution must ensure that if information is archived, the information can be restored for full access within the following schedule: a. Information for Electoral Events concluded (Day 0) within the last 6 months must not be archived and must be accessible at all times. b. Information for Electoral Events concluded (Day 0) between 6 and 12 months prior, must be restorable from archive and accessible within 24hrs c. Information for all other Electoral Events within the last 10 years, must be restorable from archive and accessible within 48hrs	284.	4			0
R193	The E-Poll Solution must retain in the archive of the Contractor Central Server all information collected by the E-Poll Solution including audit logs.	284.a	4			0
R194	The Contractor must provide an archived version of the Contractor Central Server upon completion of each Electoral Event (as requested by EC in writing).	285.	4			0
R195	The Contractor must ensure ongoing capability for EC to be able to recover, without dependency on the Contractor, archived data from media as specified (backward compatibility of newer backup equipment or maintaining equipment in operation as of the Effective Date) by using EC provided hardware and software, or providing to EC new capability as part of the E-Poll Solution.	286.	4			0
R196	The Contractor must complete a test of the Recovery Procedures every 6 months commencing on the date of the successful completion of the first pre-event Deployment Schedule for an Electoral Event. See ANNEX A - APPENDIX G – ELECTORAL EVENT DEPLOYMENT SCHEDULES.	287.	4			0
R197	The Contractor must maintain, at minimum, the following recovery time objectives and the recovery point objectives for the Contractor Central Server: a. Between Electoral Event Periods, the recovery time objective is 4 hours to a recovery point within 8 hours. b. During By-Elections, excluding Polling Days, the recovery time objective is 30 minutes to a recovery point within 1 hour. c. During General Elections and Referendums, excluding Polling Days, the recovery time objective is 30 minutes to a recovery point within 30 minutes. d. On Polling Days, the recovery time objective is 5 minutes to a recovery point within 5 minutes.	288.	4			0
R198	The Contractor must consistently meet or exceed EC's Service Continuity and DR Services requirements.	290.	4			0
R199	The Contractor must provide an integrated risk management strategy for the E-Poll Solution which: a. identifies high-risk areas and accompanying mitigation strategies for the E-Poll Solution b. considers technology problems or deployment delays that affect availability or performance of any tier of the E-Poll Solution c. describes the impact of using alternate procedures or substitute technologies d. provides a clear plan for effectively responding to software and hardware malfunctions, defects, and system outages at each severity level e. documents how problems or defects will be escalated	291.	4			0

R200	The Contractor must develop a Contractor Central Server scalability plan in which the Contractor describes how the E-Poll Solution will be scaled between small deployments covering one or more EDs in a By-Election and a full-scale deployment to all EDs and Polling Places in a GE, and significant tiers of deployment scale between these two extremes.	292.	4			0
R201	The Contractor must deliver the products and services as described ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE in accordance with the Contractor's role and responsibilities as described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	293.	4			0
R202	The Contractor must develop, deliver and maintain a Plan as described in ANNEX A - APPENDIX F – CONTRACTOR PLAN AND DELIVERABLE SCHEDULE.	294.	4			0
R203	The E-Poll Solution should support testing, debugging, and Polling Place user support, whenever connectivity permits, when an E-Poll Device hits a system error or non-business application error (bug), uploads an error report to the Contractor Central Server (logged separately from business operations).	298.	2			0
R204	The E-Poll Solution must include all infrastructure to support each type of testing for which the Contractor is responsible as defined ANNEX A – APPENDIX I.1 –Product Development Lifecycle (PDLC) Services, including a complete pre-production test environment which is technically identical in specification to the production environment.	299.	4			0
R205	The Contractor must provide Testing Services as defined in ANNEX A – APPENDIX I.1 –Product Development Lifecycle (PDLC) Services which include at minimum: a) confirm component and E-Poll Solution compliance with all contracted requirements as identified in this SOW, and as reflected in the UAT for each release. b) identify the behaviour of infrastructure components; c) emulate production loads; d) determine efficiency under peak load; e) measure system overheads; f) identify bottlenecks such as network, memory and deadlocks; g) determine overload (break-point, failure) conditions; h) validate that the configuration is capable of holding, managing and processing the required volumes of data; and i) measure the performance characteristics of the E-Poll Solution or any of its parts.	300.	4			0
R206	For each Test performed by the Contractor on an Event Ready Release, the Contractor must provide an Acceptance Test report detailing the results of all tests performed for the Release by the Contractor.	301.	4			0
R207	The E-Poll Solution should support an EC defined set of training data, provided through the same API as operational data, but in a separate configuration environment used for this purpose.	304.	3			0
R208	The Contractor must define procedures and provide them with training materials and operational aids for RO staff and EOs hired and trained at the ORO, to load requisite ED and Electoral Event specific data to the E-Poll Devices and prepare them for use at the Polling Place.	312.	4			0

R209	The E-Poll Solution must provide all necessary training materials to support training of a person with basic computer skills (an AC), within a one day training session (7.5 hours), the information and procedures to implement the method as described in the previous requirement and to operate to the E-Poll Devices in compliance with these requirements.	313.	4			0
R210	The E-Poll Solution must provide all necessary training materials to support training of the AC, within a one day training session (7.5 hours), the information and procedures to implement the method in the previous requirement to upload all information resulting from operation of the E-Poll Devices at the polls from the E-Poll Devices to the Contractor Central Server in compliance with these requirements, and remove all EC data from the device.	314.	4			0
R211	The E-Poll Solution must provide procedures and training to install, restore and operate all Contractor Central Server solution components necessary to enable EC to be self-sufficient in restoring and accessing information archived from prior Electoral Events.	315.	4			0
R212	The E-Poll Solution must provide training to EC staff on proper use of audit tools and procedures for both the Contractor Central Server and the E-Poll Devices to enable EC to access audit logs for all E-Poll Solution components.	316.	4			0
R213	The E-Poll Solution must provide training in the correct application of the Contractor's security policy and procedures for the proper operation of all E-Poll Solution components in a manner that meets or exceeds the security requirements of the E-Poll Solution.	317.	4			0
R214	The E-Poll Solution should provide training emulators or other online training modules that EC can use to facilitate the training of EOs.	318.a	2			0
R215	The Contractor must provide training of the Contractor's staff for the improvement of skills through education and instruction.	319.	4			0
R216	The Contractor must provide training for EC technical staff for the express purpose of exploiting the functions and features of the E-Poll Solution and provision of EC services. Delivery methods may include classroom style, computer based, individual or other appropriate means of instruction.	321.	4			0
R217	The Contractor must implement a product development life cycle which provides auditable configuration management which identifies with each product version the set of enhancements, corrected deficiencies, known issues, and approved versions of supporting hardware, operating system, training, maintenance and other materials to be used with the release.	322.	4			0
R218	For every Event Ready release of the E-Poll Solution submitted to EC by the Contractor for testing, the Contractor must include a Release Document which fully describes the configuration of the release and which includes: a. Release description; b. The list of Requests for Change implemented; c. The list of Task Authorizations implemented; d. The list of known bugs; e. The version of each E-Poll Solution component comprising the release, including all documents (designs, specifications, manuals, training materials, etc.). f. Release testing notes identifying the details of the testing that the Contractor has completed.	323.	4			0

R219	The E-Poll Solution must implement a product development life cycle which provides an auditable record of deficiencies, corrective actions, testing and verification of deficiency resolution.	324.	4			0
R220	The Contractor must manage changes and corrective actions in relation to all E-Poll Solution components in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	325.	4			0
R221	The Contractor must assess the risks associated with any changes and corrective actions in relation to the E-Poll Solution and for sharing all details with EC in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT and in a manner compliant with ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS.	326.	4			0
R222	The Contractor must provide Problem Management Services for all identified problems that are determined to be related to IT systems and services under the control of the Contractor.	328.	4			0
R223	Starting at the effective date, and for the duration of the contract, the Contractor must provide all necessary resources and staff to operate a Service Desk in accordance with this SOW for the centralized monitoring and resolution of EC E-Poll Incidents as described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	340.	4			0
R224	The Contractor must have Service Desk support processes defined and practiced; including incident management, problem management, change management and escalation process.	341.	4			0
R225	The Contractor Service Desk must coordinate incident response in close coordination with EC and act as a point of contact for communications with EC representatives for incidents.	342.	4			0
R226	The Contractor must ensure that the Service Desk can respond to networking, hardware, software, database and security management Support Requests pertaining to the Contractor Central Server, all RO (and AARO) office components, E-Poll Devices and procedures which constitute the E-Poll Solution.	343.	4			0
R227	The Contractor must initiate a Support Request through the Service Desk when it identifies any failure or deficiency, and treat such Support Request in the same manner as if it would have been initiated by EC. The Contractor must send an acknowledgment to the Technical Authority within 5 minutes of initiating the Support Request.	344.	4			0
R228	The Contractor Service Desk must include a unique and dedicated telephone number, answered using both Official Languages of Canada (French, English) as requested by the caller, available: a. during Electoral Events, 24 hours per day, 7 days per week b. outside Electoral Events, on Business Days between 8:00am and 4:00pm EST.	345.	4			0
R229	The Contractor must notify EC if Contractor Service Desk is not available and provide the name of a person with whom EC can communicate as necessary during the Contractor Service Desk outage: a. during Electoral Event Periods, within 15 minutes, or b. outside Electoral Event Periods, within one Business Day.	346.	4			0
R230	All protected data, on every Contractor device deployed in relation to this contract, must be purged once the device is decommissioned. This must be done in a way that is compliant with CSE policies (TSCG L/G and ITSG-06: Clearing and Declassifying Electronic Data Storage Devices).	354.	4			0

<b>R231</b>	The Contractor must provide a SOC with the infrastructure and resources required for the centralized monitoring and resolution of EC E-Poll Solution security incidents.	<b>356.</b>	4			0
<b>R232</b>	The Contractor SOC must coordinate security incident response in close coordination with EC and act as a point of contact for communications with EC representatives for security incidents.	<b>357.</b>	4			0
<b>R233</b>	The Contractor SOC must include a unique and dedicated telephone number, answered using the Official Languages of Canada (French, English) as requested by the caller, available: a. during Electoral Event Periods, 24 hours per day, 7 days per week b. outside Electoral Event Periods, on Business Days between 8:00am and 4:00pm EST.	<b>358.</b>	4			0
<b>R234</b>	The Contractor must notify EC if Contractor SOC is not available and provide the name of a person with whom EC can communicate as necessary during the Contractor SOC outage: a. during Electoral Event Periods, within 15 minutes, or b. outside Electoral Event Periods, within one Business Day.	<b>359.</b>	4			0

Max possible points for delivering all requirements:  
Max possible points for meeting all requirements completely at time of bid:  
**Max possible score:**

<b>295.0</b>
<b>590.0</b>
<b>885.0</b>

**Bidder Self Score:**

<b>0</b>
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# Instruc

On this sheet

**Crirerion #**

**R235**

**R236**

**R237**

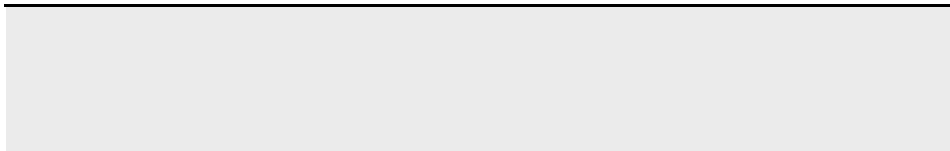
**R238**

# ctions

, insert appropriate information in column (C) and (D).

<b>Rated Evaluation Criteria</b>
<p>The bidder should list all software components of their E-Poll Solution. The bidder should provide evidence of the common criteria rating (ISO 15408) for each software listed. All software enforcing security safeguards should have a common criteria rating (ISO 15408) of level 2 or greater.</p>
<p>The bidder should provide evidence that their transportation and storage of all E-Poll Solution components to which software or firmware can be installed is compliant with ISO 28001. For this requirement, "transportation and storage" means all times when the solution components are not in EC's custody, or for CCS components, not operational.</p>
<p>The bidder should provide evidence that their Security Operations Center (SOC) is certified ISO 27001 compliant.</p>
<p>The bidder should demonstrate experience implementing Security Assessment and Authorization (SA&amp;A) principles, processes and safeguards in previous engagements.</p> <p>Using TEMPLATE A – CLIENT REFERENCE TEMPLATE, the bidder must provide references for up to three (3) engagements, in the last five (5) years, for Information Systems that included SA&amp;A processes and methods to attain the required security assurance accreditation. The bidder will be awarded up to five (5) points per engagement, as follows:</p> <ul style="list-style-type: none"><li>i. The engagement followed the principles and guidelines defined in ITSG-33 or NIST-800-53a. Provide a clear and comprehensive list of all activities completed (2 points).</li><li>ii. If the bidder received 2 points for i. above, and the engagement was for a government system with a contract value exceeding one (1) million dollars. (1 point).</li><li>iii. If the bidder received 2 points for i. above, and the system was for a deployment with over 5000 users (1 point).</li><li>iv. If the bidder received 2 points for i. above, and the engagement was for a system with High Availability or Integrity requirements (1 point).</li></ul> <p>Note that each SA&amp;A experience engagement score out of 5 will be multiplied by 33 for total points of 165.</p>

**Max possible score:**



<b>(C) Bidder Self Eval</b>	<b>(D) Bidder Explanation</b>

594.0



RS1	RO Office - E-Poll Device Configuration					
At the RO office, the user unpacks an E-Poll Device and all needed components to perform the necessary activities to ensure the E-Poll Solution is properly configured with necessary data to work at the Polling Place and to communicate with the CCS.						
Activity #	Activity	Perform with				
1	Unpack E-Poll Device and necessary component	D31				
2	Demonstrate that the E-Poll Device is not loaded with Elector data	D31				
3	Setup E-Poll Device for initial data download; establish connection to CCS	D31				
4	Login into E-Poll Device - 1 login (if required)	D31				
5	Perform initial data download	D31				
6	Demonstrate the data is loaded onto the E-Poll Device and provide the amount of time to complete.	D31				
Critererion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(F) Bidder Self Eval	(G) Bidder Explanation	(J) Bidder Score
1	The E-Poll Solution must, at any time the component (E-Poll Device or CCS) is performing an operation which takes longer than one second, provide a visual cue that the component is operating (e.g. spinning cursor, status bar, etc.).	14.	4			0
2	The Contractor must provide for each RO and AARO office from which devices will be deployed to Polling Places, all networking infrastructure necessary to support the communication of data to and from the Contractor Central Server (CCS) to configure the devices with requisite data in the timeframes described in Requirements 180 and 181 (WAN and LAN). The E-Poll Devices may communicate with the CCS using the RO/AARO office ISP connection, but must do so on a separate sub-network (there must be no access between the Contractor's network and the ORO network).	230.	4			0
3	The E-Poll Solution must provide all necessary infrastructure (servers, network components, storage devices, procedures, power management and other supplies) as an E-Poll RO Kit necessary to access the Contractor Central Server from the ORO and to support loading of data onto the devices from the Contractor Central Server in preparation for deployment to the polls, and offloading of all data from the devices to the Contractor Central Server in preparation for removal of EC data and decommissioning the devices.	231.	4			0
4	The CSS must transmit successfully the number of electors for an ED which is prescribed in the Setup Requirement in Scenario 0		4			0
<b>RS2</b>						
<b>RO Office - Tracking of E-Poll Devices</b>						
At the RO office, the user associates an E-Poll Device Kit with an EO who will be accountable for the kit until its return to the RO office.						
Activity #	Activity	Perform with				
1	Demonstrate tracking at issue of an E-Poll Device Kit by selecting an EO and scanning a barcode on an E-Poll Device Kit to associate the kit to the EO.	D12				
2	Demonstrate tracking of an issued E-Poll Device Kit by scanning a barcode on an E-Poll Device Kit and identifying the associated EO.	D12				
3	Demonstrate tracking at return of an E-Poll Device Kit by scanning a barcode on an E-Poll Device Kit and recording that the E-Poll Device has been returned by the EO.	D12				
Critererion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device should provide a bar-coded, unique inventory tracking number for each component of the E-Poll Device.	186.	3			0

2	The main E-Poll Device components must have a label with the barcode affixed to a visible location.	186.a	3			0
3	The E-Poll carrying case must have a label with the barcode with the same inventory tracking number as the E-Poll Device it contains, and the device components must have a label with the barcode affixed to a visible location.	186.b	3			0
4	The E-Poll Solution should provide a utility to scan an E-Poll Device bar-code and associate the device with the identity of an EO in the EC EO database at the time of issue to an EO.	187.	3			0
5	The E-Poll Solution should provide a utility to scan an E-Poll Device bar-code and associate a return of the device by an EO in the EC EO database at the time of return of the device to the RO office by an EO.	188.	3			0
6	The E-Poll Solution must provide all necessary infrastructures (servers, procedures, bar code readers and other supplies) necessary to manage the E-Poll Device inventory, including assignment of E-Poll Devices to EOs and their return.	232.	4			0
<b>RS3 Polling Place Pre-Polling - Service Point Setup</b>						
At the Polling Place, the user unpacks the E-Poll Device Kit and performs all necessary activities to ensure the E-Poll Solution is properly setup to work at the Polling Place and to communicate with the CCS. The user also accesses the training environment.						
<b>Activity #</b>	<b>Activity</b>	<b>Perform with</b>				
1	Unpack E-Poll Device and its components	D12				
2	Setup the E-Poll Device to work in the local network – PP1	D12				
3	Demonstrate how the E-Poll Device is physically handled by the EO and electors to view the screen and access the E-Poll Solution	D12				
4	Demonstrate D12 is not synced to CCS	CCS				
5	Demonstrate the E-Poll Device has synced to CCS with Polling Place state of “Closed”	CCS				
6	Log into the E-Poll Device – 1 login	D12				
7	Access the training environment	D12				
<b>Criterion #</b>	<b>PoS Rated Evaluation Criteria</b>	<b>SOR ID #</b>	<b>EC Category</b>	<b>(4) Bidder Self Eval</b>	<b>(5) Bidder Explanation</b>	<b>(6) Bidder Score</b>
1	The E-Poll Device should provide a stand which allows swivel/angle of the device to present to the Elector or to make it easier to use for the EO. (e.g. a stand which rotates 360 degrees on a horizontal plane to face either the EO or the Elector, and also has a 90 degree vertical sweep to angle the display toward the face of the current user).	17.	3			0
2	The E-Poll Device should use a handheld bar code reader or, if using a camera as the device which reads barcodes, provide a holder to assist in scanning of barcodes on VICs and other barcoded documents.	18.	3			0
3	The E-Poll Device must be deployable from the E-Poll Device Kit carrying case, ready for operation by an EO, within a maximum of 15 minutes.	20.	4			0
4	The E-Poll Device must be operable using one outlet (plug) on a standard 15A 100-120V circuit, or less.	21.	4			0
5	The E-Poll Device must not permit an individual EO or SEO to access any operational or elector data on the E-Poll Device.	203.	4			0
6	The E-Poll Device must permit an individual EO (one EO's credentials have been provided) to access the training functions on the device.	204.	4			0

7	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support communication between the E-Poll Devices and the Contractor Central Server (WAN).	226.	4		0
8	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support inter-communication between E-Poll Devices at the Polling Place (LAN).	227.	4		0
9	The Contractor must provide all E-Poll Device Kits (i.e. the E-Poll Solution E-Poll Device, carrying case, memory devices, and all supporting physical accessories required to meet the requirements of this SOW).	228.	4		0
10	The E-Poll Solution must share information updates from EC such that each E-Poll Device in a Polling Place shares all downloaded updates from the Contractor Central Server with all other devices within that Polling Place, and every device is operating at the latest level of updates of any device in the Polling Place (either through a Polling Place central server or on a peer-to-peer basis).	263.	4		0
11	The E-Poll Device must provide a training mode which can be used to train EOs on E-Poll Device functions used in normal operations to serve Electors and to perform post-polling counting and reporting exercises.	302.	4		0
12	The E-Poll Device must provide the ability for an EO to perform a reset to restore training data back to an initial state enabling the training scenarios to be performed again.	305.	4		0
13	The E-Poll Device must provide a clear visual indication when the application is operating in training mode.	307.	4		0
14	The E-Poll Device should provide the ability for an EO to perform all operations in the training mode with pop-up guidance to assist in learning.	308.	2		0
15	When the device is powered on, the E-Poll Device must directly initiate the Contractor application software, providing no access to the device operating system or operating system functions.	349.	3		0

**RS4 Polling Place Pre-Polling - Open a Service Point**

At the Polling Place, the user performs tasks to open the Service Point at the Polling Place. Before the Service Point is opened, the user accesses the open poll checklist, enters the number of ballots for the Service Point, and opens the poll. Immediately upon opening, the user (in the role of supervising EO) searches for an Elector for whom a yellow copy of a Transfer Certificate has been received from the RO office, and marks them as having been issued a Transfer Certificate.

Activity #	Activity	Perform with
1	Log into the E-Poll Device – 2 user logins	D12
2	Select the Polling Place	D12
3	Access the open poll checklist	D12
4	Check off items from the open poll checklist	D12
5	Record the number of blank ballots	D12
6	Activate open poll function	D12
7	Search for Elector who has been issued a Transfer Certificate	D12
8	Mark the Elector as having received a Transfer Certificate	D12

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device should enable EOs to access and use, by affirming each item of the checklist independently, EC configurable checklists which require the EOs to complete all steps for: a. Setting up the Service Point b. Counting of Blank Ballots c. Packing up the Service Point d. Daily close of Advance Polls e. Change of EO at Service Point	44.a	2			0
2	The E-Poll Device should, before opening of the poll, require that an EO record the total number of Blank Ballots provided to the Service Point.	158.	3			0
3	The E-Poll Device must enable the activation of operation of the polling device by entering two EO usernames and corresponding correct passwords from the database of EO credentials to set the device to an "open poll" state.	160.	4			0
4	Upon first activation, the E-Poll Device must default the Polling Place (and polling station, if configured) based on the Polling Place (and polling station, if configured) associated with the credentials of the first EO providing credentials (i.e. the Check-in EO).	160.a	4			0
5	At first activation, the E-Poll Device must allow the EO to override the default Polling Place (by name and address) where the device is located (used to calculate Elector Polling Place status).	160.b	4			0
6	The E-Poll Device must, on demand by an EO, display a status report showing: a. The ED, b. The Advance or Ordinary Polling Station number(s) associated to the E-Poll Device c. Polling Place name and address d. PDs that are serviced by the Polling Place e. list of E-Poll Devices (including the device displaying the report), and the status of each, which are currently, or previously have been, on the Polling Place local area network f. The Service Point's unique device ID g. The device ID's current application software version h. Current connectivity status with the Contractor Central Server i. Synchronization status of the device with the Contractor Central Server j. The total number of ballots issued to, and removed from, the Service Point (as entered by the EO) k. The total number of voted Electors processed by the Service Point "before today" (before the day the report is run) l. The total number of voted Electors processed by the Service Point "today" (the day the report is run). m. Last connection date and time with the Contractor Central Server	161.	4			0
7	The E-Poll Device should display a welcome screen upon login that includes the report requirement 161.	161.a	1			0

8	The E-Poll Device should enable a supervising EO (SEO) to search for, and change the voted status to "Voted", for each Elector for whom the supervising EO has a yellow copy of a Transfer Certificate issued by the RO office (EC 10190) (For clarity, these Electors will vote elsewhere and this information is not included in the number of Electors Marked as Voted at a Service Point for balancing purposes).	176.	3			0
9	Upon successful login by the EOs the E-Poll Device must display a privacy message screen which must: a) display a configurable privacy message which will be provided by EC b) the privacy message must be displayed in both Official Languages (English and French) c) the privacy message must require acknowledgement by the EO	350.	4			0
<b>RS5 Polling Place - User Customization</b>						

At the Polling Place, the user customizes the user interface of the E-Poll Device, for example the text size, screen brightness, E-Poll Device's sound, and language.

Activity #	Activity	Perform with
1	Verify default text size	D12
2	Adjust text size	D12
3	Adjust E-Poll Device screen brightness	D12
4	Demonstrate volume adjustment capability of E-Poll Device.	D12
5	If applicable, demonstrate volume adjustment capability of E-Poll Solution PP's accessory components.	Other
6	Change the language of the E-Poll Device to French	D12
7	Demonstrate the second language on three different screens	D12
8	Change the language of the E-Poll Device to English	D12
9	Activate the pause function of the E-Poll Device	D12

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Solution must provide the ability for users to work in the Official Language of their choice (English or French) such that all labels and messages, including error messages appear in the chosen language of the user.	1.	4			0
2	The E-Poll Solution should provide the ability for users to toggle between Official Language of their choice (English or French) such that all labels and messages, including error and barrier messages appear in the chosen language of the user.	1.a	3			0
3	The E-Poll Device must provide a highly accessible User Interface, with the minimum default display size for text being 6mm (¼") in height when measured on the display used by the E-Poll Device.	8.	4			0
4	The E-Poll Device should provide the ability for the EO to adjust the text size font displayed on the E-Poll Device.	8.a	2			0
5	The E-Poll Device should provide EOs with ability to configure the brightness of the device's screen.	9.	2			0
6	The E-Poll Device should provide EOs with ability to configure the level of sound (volume) on any of the E-Poll Solution components except the device used to scan VICs.	10.	2			0
7	The E-Poll Device must provide a "pause poll" function that will place the device in a "paused poll" state, disabling all device functions.	148.	4			0

<b>RS6 Polling Place Polling Operation - Process an Elector with VIC; demonstrate data synchronization</b>						
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At the Polling Place, the user processes an Elector already on the list that has a VIC, has the right to vote and is at the correct polling place. The Elector has one record in the database. (This scenario is the Happy Path). The user also exercises capability to back up and correct an error on the last elector processed. It is demonstrated that this activity is recorded in the audit logs, and that all data generated at the Service Point is synchronized to the other E-Poll Device at the Polling Place, and with the CCS.

Activity #	Activity	Perform with				
1	Activate the resume function of the E-Poll Device	D12				
2	Scan the Elector's VIC	D12				
3	Select the matching record	D12				
4	Try to select the same record using a 2nd E-Poll Device at the same time to demonstrate the record is locked for use by the first E-Poll Device.	D11				
5	Strike the Elector	D12				
6	Mark the Elector as Voted	D12				
7	Verify related data has been synched to the other E-Poll Device in the Polling Place	D11				
8	Use the back key and undo the Elector's mark as voted	D12				
9	Use the back key and undo the Strike of the Elector	D12				
10	Verify related data has been synched to the other E-Poll Device in the Polling Place	D11				
11	Scan the Elector's VIC (same elector as in step 2)	D12				
12	Select the matching record	D12				
13	Strike the Elector's name	D12				
14	Mark the Elector as Voted	D12				
15	Verify the E-Poll Device's audit log	D12				
16	Verify poll book entry created for the Elector	D12				
17	Verify related elector data has been synched to other E-Poll Devices in the Polling Place	D11				
18	Verify related audit log data has been synched to other E-Poll Devices in the Polling Place	D11				
19	Verify related data has been synched to the CCS	CCS				
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must provide the ability for an EO to reverse a transaction performed by the EO on the E-Poll Device for the last Elector Marked as Voted (ballot returned).	13.	4			0
2	The E-Poll Device must, whenever an Elector Strike or Elector Marked as Voted transaction is reversed, prompt the EO to create a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) explaining the reversal.	13.a	4			0
3	The E-Poll Device should, whenever a VIC is scanned, issue an audible 'beep' at a sound level comparable to normal conversational levels (between 55 and 60 db).	15.	3			0

4	In addition or in conjunction with any other audit logging requirements identified ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS, the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: a. Date/time stamp b. the active set of PDs for which the device was operating c. the identity of the E-Poll Device used to create the transaction d. EO identification (all EO credentials in effect for the transaction) e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.) f. Operation result (i.e. success or fail) g. additional information which describes the context and effect of the operation.	45.	4			0
5	The E-Poll Solution must generate and provide full audit logs of operations performed on E-Poll Solution components, both within the Contractor Central Server and within all E-Poll Devices.	54.	4			0
6	The E-Poll Device must provide the ability to search for an Elector on the List of Electors by scanning the barcode on the Voter Information Card (VIC)	60.	4			0
7	The E-Poll Device must, when any search matches one or more records on the List of Electors, display for each matching Elector record (on a single scrollable screen), at minimum: a. last name b. given names c. residential address d. year of birth e. gender f. Polling Division g. Sequence Number h. current voted status i. Polling Place status j. list of elector record status	62.	4			0
8	The E-Poll Device should, whenever a VIC scan search matches exactly one record, immediately display a detailed view where all list information for the matching Elector is viewable, and from which the EO may allow the Elector to vote.	62.a	4			0
9	The E-Poll Device must calculate the Elector Polling Place status as one of the following: a. "Correct": The PD for the Elector's residential address matches the list of PDs for the Polling Place. b. "Incorrect PD": The PD for the Elector's residential address does not match the list of PDs for the Polling Place, but the address is within the ED. c. "Incorrect ED": The ED for the Elector's residential address does not match the ED for the Polling Place.	63.	4			0
10	The E-Poll Device must, when configured by EC in the Contractor Central Server, additionally calculate the Elector Polling Place status as: a. "Incorrect PS": The PS for the Elector does not match the list of PSs served by the Service Point.	64.	4			0

11	The E-Poll Device must, for each row returned by an Elector search, using the PD on the list for the Elector's residential address, and comparing that to the PDs served by the Polling Place, calculate and display the Elector Polling Place status as it relates to the Elector record.	65.	4			0
12	The E-Poll Device must display the Elector voted status as one of the following: a. "Not Voted": There is no E-Poll record that the Elector has voted b. "Voted SVR": There is an E-Poll record that the Elector has voted under SVR c. "Voted Adv.": There is an E-Poll record that the Elector has voted at an Advance Poll d. "Voted": There is an E-Poll record that the Elector has already voted.	66.	4			0
13	The E-Poll Device must, at minimum, display the Elector list record status as one of these states: a. "Active": this is the current record for the Elector on the List of Electors. b. "Inactive": this is an unconfirmed or outdated record for the Elector on the List of Electors (and when an inactive record is selected, Registration is required and The E-Poll Device must initiate a Registration).	68.	4			0
14	The E-Poll Device must provide the ability for an EO to Strike an Elector that has been found on the list with a list record status of "Active", an Elector status of "Not Voted", and a Polling Place status of "Correct", i.e. to record that an on-the-list Elector has been allowed to vote and issued a ballot.	70.	4			0
15	The E-Poll Device must provide the ability for an EO to Mark an Elector as Voted for an Elector on the List of Electors who has been Struck and who has returned the ballot issued to them.	71.	4			0
16	The E-Poll Device should provide the ability to hold, in a pending state, one previous Elector who is currently voting (i.e. who is Struck, but not yet Marked as Voted) while enabling the EO to begin searching for the next Elector to be served, and allowing all operations for the subsequent Elector to be performed up to, but not including striking the subsequent Elector, and enabling the EO to complete the pending (voting) Elector at any time by marking the pending Elector as voted.	71.a	4			0
17	The E-Poll Device must provide a "resume poll" function from the "paused poll" state to re-activate operation of the polling device by entering two EO names and corresponding correct passwords from the database of EO credentials, returning the device to the "open poll" state.	148.a	4			0
18	The E-Poll Solution must, during Service Point polling operation, whenever connectivity permits automatically upload Elector voted information from each E-Poll Device (including information from all other E-Poll Devices at a Polling Place) to the Contractor Central Server.	260.c	4			0
19	The E-Poll Device must lock an Elector record when it is selected as the current Elector record by one device so that it cannot be selected by another device in the same Polling Place without error.	264.	4			0
20	The E-Poll Device must communicate List of Elector record locking and completed voter transactions between devices within the Polling Place within 1 minute.	265.	4			0
21	The E-Poll Device must, when an EO attempts to select a current Elector record which is locked by another device in the same Polling Place, issue a Barrier Message to the effect that the Elector record is currently being processed at another Service Point.	266.	4			0



22	E-Poll Solution hardware and software must support the ability for an EO to consistently obtain a successful scan of a barcode in under 3 seconds.	333.	4			0
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**RS7 Polling Place Polling Operation - Process an Elector with VIC and minor correction**

At the Polling Place, the user processes an Elector who's on the list, has a VIC, is eligible to vote and who is requesting a correction to their name and address which does not modify their PD.

Activity #	Activity	Perform with
1	Scan the Elector's VIC	D12
2	Select the matching record	D12
3	Update the Elector record with correction on last name and address (not changing the PD)	D12
4	Provide the verbal oath to Elector	D12
5	Strike the Elector's name	D12
6	Mark the Elector as voted	D12
7	Verify record has been synched to the other E-Poll Device in Polling Place	D11
8	Verify record has been synched to the CCS	CCS
9	Verify poll book entry created for the Elector	D12

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must provide the ability to modify any part of the information constituting the Elector's record on the List of Electors with the exception of the Elector unique identifier, ED, or List of Electors Sequence Number.	109.	4			0
2	The E-Poll Device should, when a correction is being made to the list of information for an Elector, provide the existing entry for edit, and highlight changed fields.	112.	2			0
3	The E-Poll Device must, whenever a verbal Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	144.	4			0
4	The E-Poll Solution must support automatic upload of list corrections at the polls from all E-Poll Devices to the Contractor Central Server as close to real-time as possible.	260.a	4			0

**RS8 Polling Place Polling Operation - Search for an Elector record**

At the Polling Place, the user searches for Electors using a combination of their information, including residential address and mailing address.

Activity #	Activity	Perform with
1	Search for an Elector using a combination of Elector name and date of birth	D12
2	Search for an Elector using their address (Civic)	D12
3	Search for an Elector using their address (STRM)	D12
4	Search for an Elector using their address (LC)	D12
5	Modify search scope from Polling Place to ED	D12
6	Search for an Elector using "Smith" as their last name	D12
7	Modify filter to display only records in Correct Polling Place.	D12
8	Search for an Elector using their Elector information and wildcards	D12
9	Search for an Elector using the beginning of one or more elements of the Elector information	D12

10	Verify the E-Poll Device's audit log has recorded the searches					D12
11	Turn off/Hibernate the E-Poll Device					D12
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device should provide an on-screen keyboard for numerical or special data capture purposes, when the physical keyboard does not have separate keys for these characters.	11.	2			0
2	In addition or in conjunction with any other audit logging requirements identified ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS, the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: a. Date/time stamp b. the active set of PDs for which the device was operating c. the identity of the E-Poll Device used to create the transaction d. EO identification (all EO credentials in effect for the transaction) e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.) f. Operation result (i.e. success or fail) g. additional information which describes the context and effect of the operation.	45.	4			0
3	The E-Poll Device must, when any search matches more than one record for an Elector and none have a voted status, sort records so that the "Active" record is first, followed by "Inactive" records, if any.	69.	4			0
4	The E-Poll Device must provide the ability to search for an Elector on the List of Electors using any combination of any leading portion of: a. Elector's name expressed in two fields: i. Last name ii. Given Names b. Elector's Year of birth c. Elector's address expressed as any type specified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions	72.	4			0
5	The E-Poll Device must, when any search matches more than one record, display for each Elector (on a single scrollable screen), at minimum: a. last name b. first name c. residential address (formatted as one value) d. year of birth e. gender f. Polling Division g. Sequence Number h. current voted status i. Polling Place status j. list of elector record status	73.	4			0
6	The E-Poll Device must, when any search matches records for more than one Elector, display all matching Electors in an ordered list sorted by Elector name and address.	73.a	4			0
7	The E-Poll Device must, when a search is in progress, or complete, restrict the set of results shown to 50 Electors or less.	73.b	4			0

8	Whenever the E-Poll Solution restricts the set of results shown to 50 Electors or less because more than 50 are returned, the E-Poll Device must issue an Information Message to the effect that too many results match the search, please provide additional search information.	73.c	4			0
9	The E-Poll Device must, when a list of matches is displayed (one or more Elector records), provide for the EO the ability to select one Elector, and proceed to a detailed view where all list information is viewable for the Elector, and from which the EO may allow the Elector to vote (i.e. the same result as if a VIC was scanned).	74.	4			0
10	The E-Poll Device should provide the ability to filter any search result to either all Electors or only "Correct" Polling Place status Electors.	77.	2			0
11	The E-Poll Device must, whenever a search is performed using any part of an Elector's address, search both the residential and mailing address of the list of Elector records.	79.	4			0
12	The E-Poll Device should, whenever an EO searches by address, provide the ability for the EO to specify the address type as one of the types defined in ANNEX A – APPENDIX E.1 –EC Address Type Definitions, and collect the appropriate component fields for the selected address type, namely: a. Civic b. STRM c. L/C d. non-conforming	80.	3			0
13	The E-Poll Device should provide the ability to search for an Elector using a full Canada Post civic address which includes: a. Number (Street Number) b. Suffix (A, B, C etc.) c. Apt/Unit d. Street Name e. Street Type f. Street Direction g. Municipality h. Postal code	80.a	3			0
14	The E-Poll Device should provide the ability to search for an Elector using a Canadian STRM address type which includes: a. Section b. Township c. Range d. Meridian e. Municipality f. Postal code	80.b	3			0
15	The E-Poll Device should provide the ability to search for an Elector using a Canadian Lot/Concession (L/C) address type which includes: a. Lot b. Concession c. Municipality d. Postal code	80.c	3			0
16	The E-Poll Device must support wild card searches on name and address field searches.	81.	4			0

17	The E-Poll Device must provide the ability to locate Elector records using partial matches using the search criteria entered as matching the first part of Elector record fields.	81.a	4			0
18	The E-Poll Device must provide the ability to select the scope of a search for an Elector record from within: Polling Place or ED.	84.	4			0
19	The E-Poll Device must default the search scope to search for an Elector record from within Polling Place.	84.a	4			0
20	The E-Poll Device must contain the list of electors for every polling division within an ED.	84.b	4			0
21	The E-Poll Device should, when any search matches no records, but the address matches a record in the Poll Key, return an Information Message to the effect that the address is in the Poll Key, but no matching Elector has been found at that address.	88.	3			0
22	The E-Poll Solution must support multiple list records provided by EC for the same Elector (same Elector Identifier). (There will be typically zero or one "Active" record – the current record, and one or more "Inactive records" – outdated records.	243.	4			0
23	All E-Poll Solution components must support an average user wait time for a visible interaction with the E-Poll Solution component below 1 second.	329.	4			0
24	All E-Poll Solution components must not exceed a maximum user wait time for a visible interaction with the E-Poll Solution component of more than 3 seconds. (based on one average ED of data – approximately 150,000 Elector test data records as provided by EC).	330.	4			0

**RS9 Polling Place Polling Operation - Register an Elector**

At the Polling Place, the user registers an Elector that is not yet on the list.

Activity #	Activity	Perform with
1	Turn on the E-Poll Device	D12
2	Log into the E-Poll Device - 2 user logins	D12
3	Activate registration function	D12
4	Enter some information	D12
5	Abandon the transaction and return to the search for a new elector.	D12
6	Activate registration function	D12
7	Capture Elector's information	D12
8	Capture Elector's signature	D12
9	Strike the Elector's name	D12
10	Mark the Elector as voted	D12
11	Reverse back and view the captured Elector information screen	D12
12	Verify record has been synched to the other E-Poll Device in Polling Place	D11
13	Verify record has been synched to the CCS	CCS
14	Verify the E-Poll Device's audit log	D12

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must, at any time while processing an Elector, enable the EO to cancel the current step using a "back" or "previous" function, and return to the previous context without losing the work done to that point.	12.	4			0

2	The E-Poll Device should, at any time while processing an Elector, enable the EO to cancel every step in order since the beginning of the Elector transaction using a "back" or "previous" function, and return to every previous context without losing the work done to that point.	12.a	3			0
3	The E-Poll Device should, at any time while processing an Elector up to the point that an Elector is Struck, enable the EO to cancel every step since the beginning of the Elector transaction using a "restart" function, and return to the search Elector function.	12.b	2			0
4	In addition or in conjunction with any other audit logging requirements identified ANNEX A – APPENDIX E.9 –SECURITY REQUIREMENTS, the E-Poll Solution must create auditable logs of business transactions, including searches, which include at minimum: a. Date/time stamp b. the active set of PDs for which the device was operating c. the identity of the E-Poll Device used to create the transaction d. EO identification (all EO credentials in effect for the transaction) e. Business operation type (e.g. Registration, Striking an Elector, Poll Book entry, etc.) f. Operation result (i.e. success or fail) g. additional information which describes the context and effect of the operation.	45.	4			0
5	The E-Poll Device must, if an Elector is not on the List of Electors for the Polling Place (or the EO chooses an inactive record on the List of Electors), and the EO determines that they are eligible to vote at the Polling Place, provide the ability to register the Elector. This requires the capture of the following information (in the following list, a value must be provided by the EO for all items marked as compulsory before the record Registration can be accepted as complete): a. Elector's name expressed in three fields: i. Last name (compulsory); ii. First name (compulsory); iii. Middle name b. Elector's Date of birth expressed in three fields: i. day (optional); ii. month (optional); iii. year (optional) c. Elector's Gender (optional) d. Elector's email address (optional) e. Elector's telephone number (optional) f. Elector's residential address (compulsory) expressed as any supported residential address type in ANNEX A – APPENDIX E.1 –EC Address Type Definitions g. A check box (compulsory checked unless item h is provided) to indicate that the mailing address is the same as the residential address, or h. Elector's mailing address expressed as any supported mailing address type in ANNEX A – APPENDIX E.1 –EC Address Type Definitions i. Elector's previous residential address expressed as any supported residential address type in ANNEX A – APPENDIX E.1 –EC Address Type Definitions j. Elector's Electronic Signature (compulsory) k. Elector's option to exclude themselves from the National Register Of Electors (default is opting in). l. A drop-down list showing the type of ID used with the options: i. One piece of government issued photo ID with name and address; ii. One piece of ID and VIC:	90.	4			0

6	The E-Poll Device must, whenever an address is captured, and in particular for an addition or change to the List of Electors, provide the ability for the EO to specify the address type and collect the appropriate component fields for the selected address type as described in ANNEX A – APPENDIX E.1 –EC Address Type Definitions.	94.	4			0
7	The E-Poll Device must, whenever an address is captured and address type is STRM, ensure a municipality name is provided (i.e. municipality name becomes compulsory).	95.	4			0
8	The E-Poll Device must, whenever an address is captured, and the address purpose is as a mailing address (i.e. the address type is mailing address, or the address is a residential address and the "mailing address is the same" checkbox is selected), ensure a postal code is provided (i.e. postal code becomes compulsory).	96.	4			0
9	The E-Poll Device should, whenever an address is being entered, assist in identifying a correct valid address from the set of EC addresses by proactively displaying address options matching portions of the address entered so far from the EC Poll Key.	97.	3			0
10	The E-Poll Device must, when a residential address has been entered during a Registration, using the address information entered, search the EC Poll Key for a matching entry (for which the street number falls in the correct range), and populate the PD associated with the address.	98.	4			0
11	The E-Poll Device must, whenever an address is captured for an Elector Registration, and the address is not found in the EC Poll Key, flag the address as new.	98.a	4			0
12	The E-Poll Device must, whenever an EO attempts to complete a Registration, if the address cannot be found on the EC Poll Key, issue a Barrier Message to the EO to the effect that the address cannot be validated, and that a valid address must be specified, or the EO must select the PD for the address.	98.b	4			0
13	The E-Poll Device must, when registering an Elector, allow an EO to choose a PD from the list of PDs of the Polling Place.	98.c	4			0
14	The E-Poll Device must, when registering an Elector, if the EO chooses a PD from the list of PDs and then alters the address so that it is found on the EC Poll Key, overwrite the PD chosen by the EO with the value from the EC Poll Key.	98.d	4			0
15	The E-Poll Device must, when registering an Elector, if the EO chooses a PD from the list of PDs after the address is found on the EC Poll Key, not overwrite the PD chosen by the EO with the value from the EC Poll Key.	98.e	4			0
16	The E-Poll Device must, whenever an EO attempts to complete a Registration, after the PD is identified (or chosen by the EO in the event that the address is not found in the Poll Key), set the Polling Place status as follows: a. "Correct": the PD matches the Polling Place; the Elector is eligible to vote here. b. "Incorrect PD": the Elector is on the List of Electors for the Electoral District, but not for the current Polling Place. c. "Incorrect ED": the Elector's address is found on the Poll Key in another ED.	99.	4			0

17	The E-Poll Device must whenever an EO attempts to complete a Registration, if the Polling Place status resulting from the Registration PD is "Incorrect PD" or "Incorrect ED", issue a Barrier Message preventing the Registration from completing with a message to the effect that the Elector is at the wrong Polling Place and may not vote.	99.a	4			0
18	The E-Poll Device must, whenever an EO successfully completes a Registration, set the Elector voted status to "Not Voted".	100.	4			0
19	The E-Poll Device must, whenever an EO successfully completes a Registration, set the Elector list record status to "Active".	101.	4			0
20	The E-Poll Device should, whenever a Registration is completed (i.e. before striking and issuing a ballot to a new registered Elector), perform a search for the Elector based on the information entered in the Registration, and if a match is found on the List of Electors, display the matching record with a Warning Message to the EO to the effect that a matching Elector has been found on the list, and allow the EO to: a. select the matching record in the displayed result, or b. complete the Registration	102.	2			0
21	The E-Poll Device must, whenever an Elector's residential address is changed, using the Poll Key, populate the Polling Division associated with the address.	110.	4			0
22	The E-Poll Device must, whenever an Elector's residential address is changed, using the Poll Key, if the address cannot be found, issue a Warning Message to the EO to the effect that the address cannot be validated.	110.a	4			0
23	The E-Poll Device must, whenever an Elector's residential address is changed, if the address cannot be validated but the EO proceeds, require the EO to select a Polling Division from the list of PDs of the Polling Place.	110.b	4			0
24	The E-Poll Device must, whenever an Elector's residential address is changed, set the Polling Place status as follows: a. "Correct": the PD matches the Polling Place; the Elector is eligible to vote here. b. "Incorrect PD": the Elector is on the List of Electors for the Electoral District, but not for the current Polling Place c. "Incorrect ED": the Elector's address is found on the Poll Key in another ED.	111.	4			0
25	The E-Poll Device must, whenever the device is powered on, require entering two EO names and corresponding passwords from the database of EO credentials to enable the application.	200.	4			0
26	The E-Poll Device must require the credentials of two EOs to open the poll (i.e. activate and operate polling functions).	201.	4			0
27	The E-Poll Device must, whenever the device is powered down partially (sleep/hibernate) or completely, restore the last state of operation when the device is powered on. The E-Poll Device must still require two EO names and corresponding passwords to enable the application.	202.	4			0
28	The E-Poll Solution must support automatic upload of Registrations at the polls from all E-Poll Devices to the Contractor Central Server as close to real-time as possible.	260.b	4			0
<b>RS10</b>	<b>Polling Place Polling Operation - Register an Elector with an inactive record and add a poll book entry</b>					

At the Polling Place, the user processes an Elector that is on the list of Electors with an Inactive record. The user creates poll book entries of several types.

Activity #	Activity	Perform with
1	Search for the Elector	D11
2	Select the matching Inactive record	D11
3	Register the elector by verifying the Elector information and Capture Elector signature	D11
4	Strike the Elector's name	D11
5	Mark the Elector as voted	D11
6	View ballot balance report	D11
7	Activate Poll Book function	D11
8	Capture relevant information for a stolen ballot	D11
9	Activate Poll Book function	D11
10	Capture relevant information for an act of mischief	D11
11	Activate Poll Book function	D11
12	Capture relevant information for an event disrupting polling operations	D11
13	Verify poll book entries have been created	D11

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must, for newly registered Electors, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has been allowed to vote (Struck) – (i.e., added to the list and Struck).	103.	4			0
2	The E-Poll Device must, for newly registered Electors, provide the ability to record, as a Poll Book entry (ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has returned their ballot (an Elector Marked as Voted).	104.	4			0
3	The E-Poll Device must, when an EO chooses an "Inactive" Elector record for the Elector, pre-populate the Elector information of the Registration function with the record data, and require the Registration function to successfully complete before the Elector may be allowed to vote.	108.	4			0
4	The E-Poll Device must, when an EO attempts to Strike an Elector, and the Elector Polling Place status is any status other than "Correct", prevent the Strike, issue a Barrier Message to the effect that the Elector must register (or have a transfer certificate), and use the record from the List of Electors to populate the register function, if the EO chooses to continue.	114.	4			0
5	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), linked to the Elector, when an Elector does not return their ballot.	141.	3			0
6	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), linked to the Elector, when an Elector places an unauthorized object in the ballot box, or performs other acts of mischief.	142.	3			0
7	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), when any event disrupts polling operations.	143.	3			0



8	The E-Poll Solution must enable the record of an Elector registered or corrected by an E-Poll Device in a Polling Place to be retrieved by another E-Poll Device at a another Service Point within the same Polling Place, and permit the user to complete the process of voting.	175.	4			0
9	The E-Poll Device must share all E-Poll transaction information (registrations, corrections, Struck electors, Poll Book entries etc.) collected by each device within a Polling Place with all other devices within that Polling Place (either through a Polling Place central server or on a peer-to-peer basis).	262.	4			0
<b>RS11 Polling Place Polling Operation - Register an Elector using an EC E-registration application; manage ballots used at the Service Point</b>						
At the Polling Place, the user registers an Elector not on the list by capturing the Elector information from a pre-printed EC E-registration form. The user updates the number of ballots in various states.						
<b>Activity #</b>	<b>Activity</b>	<b>Perform with</b>				
1	Activate registration function	D11				
2	Scan 2D barcode on EC form	D11				
3	Capture Elector's signature	D11				
4	Strike the Elector's name	D11				
5	Mark the Elector as voted	D11				
6	View ballot balance report	D11				
7	Remove 10 ballots from the total of blank ballots	D11				
8	Manually add 1 spoiled ballot	D11				
9	Manually add 1 stolen ballot	D11				
10	Add 20 ballots to the total of blank ballots	D11				
11	View ballot balance report	D11				
12	Verify poll Book entry for ballot adjustment	D11				
<b>Criterion #</b>	<b>PoS Rated Evaluation Criteria</b>	<b>SOR ID #</b>	<b>EC Category</b>	<b>(4) Bidder Self Eval</b>	<b>(5) Bidder Explanation</b>	<b>(6) Bidder Score</b>
1	The E-Poll Device should provide the ability to scan an EC E-Registration application 2D barcode, and use the encoded data to populate Elector information when registering an Elector.	106.	3			0
2	The E-Poll Device must, during the operation of the poll, provide the ability for an EO to record: a. A number of any additional Blank Ballots provided for use by the Service Point. b. A number of Unused Ballots removed from the Service Point to be added to another Service Point (i.e. a transfer of ballots between Service Points).	150.	4			0

3	The E-Poll Device must, during the operation of the poll, provide a function for the EO to display a ballot balance report which shows: a. The net total of Unused Ballots and each addition or removal of Unused Ballots provided for use by the Service Point. b. The net total of used ballots and subtotal by each use: i. The number of Electors Struck on the List of Electors ii. The number of Electors who are recorded as voted in error and who have taken the requisite Oath and voted iii. The number of Registrations iv. The number of Electors voted under Transfer Certificate v. The number of Spoiled Ballots vi. The number of lost or stolen ballots c. The number of Unused Ballots that should be remaining to the EOs at the Service Point.	151.	4		0
4	The E-Poll Device should, during the operation of the poll, provide a continuous status display of the number of Unused Ballots that should be currently available at the Service Point as the total number provided, less Used Ballots (Electors Struck, Spoiled Ballots, and Lost Ballots).	151.a	3		0
5	The E-Poll Device must, during the operation of the poll, provide a function for the EO to manually adjust the number of Lost or Spoiled Ballots.	152.	4		0
6	The E-Poll Device should, whenever the number of Lost or Spoiled Ballots is manually adjusted, prompt the EO to enter a free text reason, and record the Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) linked to the manual adjustment.	152.a	3		0
7	The E-Poll Device should, upon entry of the number of ballots provided or removed from the Service Point, require the first and last ballot serial numbers to be entered and calculate and display the number of ballots based on the ballots being consecutively numbered between these points. (Note: there may be more than one range of ballot serial numbers to consider, and the EO must be able to enter a set of ranges and have the E-Poll Device calculate the total from the set of ranges).	158.a	3		0

**RS12 Polling Place Polling Operation - Register an Elector with Oath of residence**

At the Polling Place, the user registers an Elector and administers an Oath of residence.

Activity #	Activity	Perform with
1	Activate registration function	D11
2	Capture elector information (with French characters in name and address)	D11
3	Activate the oath of residence function	D11
4	Search and select the attester's record	D11
5	Provide the attester with the Oath	D11
6	Capture the attester's signature	D11
7	Provide the Elector with the Oath	D11
8	Change the language of the Oath	D11
9	Capture the Elector's signature	D11
10	Strike the Elector's name	D11
11	Mark the Elector as voted	D11
12	Verify poll book entry created for the Elector and for the attester.	D11

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must, for any information which must be shown to the Elector, provide the information in both Official Languages (English and French).	2.	4			0
2	The E-Poll Device must, for any information which must be shown to the Elector, provide the ability for the Elector to toggle between Official Languages (English or French) displaying one or the other.	2.a	3			0
3	The E-Poll Solution must support display, search and capture of the ISO 8859-1 character set (specifically Canadian French characters).	4.	4			0
4	The E-Poll Solution must support a Canadian bilingual keyboard.	5.	4			0
5	The E-Poll Device must provide the ability to capture an Electronic Signature for one or more persons when required to do so per these requirements (See " ANNEX A – APPENDIX E.2 –Specification for Poll Book entries").	50.	4			0
6	The E-Poll Device must wherever an Elector’s Electronic Signature is collected, display the text of the Oath (or declaration) as well as any information referred to by the Oath or declaration, and log the signature with the text of the Oath as displayed.	50.a	4			0
7	The E-Poll Device should whenever an Elector takes an Oath or signs a declaration, at minimum, capture the information described in "ANNEX A – APPENDIX E.2 –Specification for Poll Book entries" for the condition requiring the Elector to take the Oath or sign the declaration.	51.	3			0
8	The E-Poll Device should, whenever the EO initiates an Oath so that one Elector may attest to the residence of another, and the attesting Elector lives within the PD of the Elector for whom they are attesting, capture information in a Poll Book entry per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	89.	3			0
9	The E-Poll Device should, when configured to do so, whenever the EO initiates an Oath so that one Elector may attest to the residence of another, and the attesting Elector does not live within the PD of the Elector, capture information in a Poll Book entry per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	89.a	3			0
10	The E-Poll Device should, if an attesting Elector is not found on the list for the Polling Place, issue a Warning Message to the effect that the Elector must reside within the same PD, and permit the EO to cancel or continue.	89.b	3			0
11	The E-Poll Device should, if there is a record of the attesting Elector having already attested for another Elector, issue a Barrier Message to the effect that the Elector has already attested for another Elector, and may only attest for one Elector.	89.c	3			0
12	The E-Poll Device should, if there is a record of the attesting Elector having been attested for by another Elector, issue a Barrier Message to the effect that the Elector cannot attest for another Elector's residence because their own residence has been attested for.	89.e	3			0
13	The E-Poll Device should, if an Elector is not on the List of Electors and the EO determines that they are eligible to vote, provide the ability for the EO to administer an Oath of Residence (see requirement p.2.1) prior to initiating, or during the Registration function.	105.	3			0

14	The E-Poll Device must, whenever a Written Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries, including an Electronic Signature.	145.	4			0
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<b>RS13</b>	<b>Polling Place Polling Operation - Process an Elector with VIC and a status of Voted</b>					
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At the Polling Place, the user processes an Elector with VIC that is on the list of Electors as already voted. The user administers the Oath for an elector marked as voted in error.

Activity #	Activity	Perform with
1	Scan the Elector's VIC	D11
2	Select the matching record	D11
3	Attempt to strike the Elector and verify Barrier Message	D11
4	Activate the Elector marked as voted in error oath	D11
5	Provide the oath to the Elector	D11
6	Capture Elector's signature	D11
7	Strike the Elector's name	D11
8	Mark the Elector as voted	D11
9	Verify poll book entry created for the Elector	D11

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must display the Elector voted status as one of the following: a. "Not Voted": There is no E-Poll record that the Elector has voted b. "Voted SVR": There is an E-Poll record that the Elector has voted under SVR c. "Voted Adv.": There is an E-Poll record that the Elector has voted at an Advance Poll d. "Voted": There is an E-Poll record that the Elector has already voted.	66.	4			0
2	The E-Poll Device must, whenever Elector information is displayed for an Elector for whom the voted status is other than "Not Voted", display a clear visual cue to direct the EO's attention to this exceptional circumstance.	124.	4			0
3	The E-Poll Device must, whenever an EO attempts to Strike an Elector, and the Elector status is any other than "Not Voted", display a Barrier Message to the effect that the Elector must first take an Oath, and prevent the Strike.	125.	4			0
4	The E-Poll Device must, whenever the status of the active Elector record is any other than "Not Voted", provide the option for the EO to record the administration of an Oath for an Elector Struck in error.	126.	4			0
5	The E-Poll Device should, whenever the EO initiates the option to administer an Oath for an Elector Struck in error, capture the following information: a. Link to the Elector on list b. Elector's Electronic Signature	127.	3			0
6	The E-Poll Device must, whenever an EO completes the administration of an Oath for an Elector Struck in error, create a duplicate of the voted status Elector record on the list, set the voted status of the duplicate Elector record to "Not Voted", and allow the EO to Strike the Elector and Mark the Elector as Voted using this new record on the List of Electors.	128.	4			0
7	The E-Poll Device must, whenever a Written Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries, including an Electronic Signature.	145.	4			0

Activity #	Activity	Perform with				
1	Scan the Elector's VIC	D11				
2	Select the matching record	D11				
3	Attempt to Strike the Elector and verify Barrier Message	D11				
4	Cancel the voting process, i.e. return to elector search.	D11				
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must calculate the Elector Polling Place status as one of the following: a. "Correct": The PD for the Elector's residential address matches the list of PDs for the Polling Place. b. "Incorrect PD": The PD for the Elector's residential address does not match the list of PDs for the Polling Place, but the address is within the ED. c. "Incorrect ED": The ED for the Elector's residential address does not match the ED for the Polling Place.	63.	4			0
2	The E-Poll Device should, whenever an EO attempts to Strike an Elector, if the Elector's PD does not match the Polling Place, but the Elector's ED matches the ED of the Polling Place: a. provide a Warning Message to the EO to the effect that the Elector is not allowed to vote at this Polling Place, and that a Poll Book entry must be made to allow the Elector to vote, b. provide a choice to the EO to cancel or continue to allow the Elector to vote, and c. if the EO selects continue, record an entry in the Poll Book that the override was used.	122.	4			0
<b>RS15 Polling Place Polling Operation - Process an Elector with a Transfer Certificate</b>						
At the Polling Place, the user processes an Elector with a white copy of a Transfer Certificate who's on the list of Electors for the ED in a PD not served at that Polling Place. The user views the list of Electors report.						
Activity #	Activity	Perform with				
1	Search for Elector	D11				
2	Select matching record	D11				
3	Activate Transfer Certificate function	D11				
4	Capture Transfer Certificate information	D11				
5	Strike the Elector	D11				
6	Mark the Elector as voted	D11				
7	Verify poll book entry	D11				
8	Activate the view List of Electors report	D11				
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score

1	The E-Poll Device must, when an Elector record is found and selected by the EO, and the record Polling Place status is "Incorrect PD", provide the ability for the EO to capture a Poll Book entry with the information described in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries whenever an Elector is identified as voting with a Transfer Certificate: a. The Transfer Certificate number (compulsory) b. Elector's name: i. Last name (compulsory) ii. Given Names (optional) c. Elector's residential address (compulsory) expressed as any type identified in ANNEX A – APPENDIX E.1 –EC Address Type Definitions d. The Elector's normal ("from") Polling Division (from the Transfer Certificate). e. The Elector's new ("to") Polling Division (from the Transfer Certificate). f. Elector Issued Ballot (Striking an Elector) g. Elector returned ballot (Mark Elector as Voted)	119.	4		0
2	The E-Poll Device must, for Electors voting with a Transfer Certificate, provide the ability to record, as a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), that an Elector has returned their ballot (Mark an Elector as Voted).	121.	4		0
3	The E-Poll Device must provide a reporting function which can be activated by the EO at any time during the polling day which shows the List of Electors, on screen, in reverse order that people voted (i.e. latest first) with both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status).	133.	4		0
4	The E-Poll Device must provide a reporting function which can be activated by the EO at any time during the polling day which shows the complete List of Electors for the Polling Place, on screen, ordered by PD and Sequence Number with both the EC provided Elector voted status (start of day status), and the voted status of electors who voted at the Polling Place (current status).	134.	4		0
<b>RS16 Polling Place Polling Operation - Process an Elector with VIC, an oath of qualification to vote and a spoiled ballot</b>					

At the Polling Place, the user locates an Elector that is on the List of Electors with the correct status to vote, but before the Elector is struck the user challenges the qualification to vote of the Elector and administers an oath. The user records that the ballot was spoiled then marks the Elector as voted.

Activity #	Activity	Perform with
1	Scan the Elector's VIC	D11
2	Select the matching record	D11
3	Activate Qualification to Vote Oath	D11
4	Capture relevant information	D11
5	Provide the verbal oath to the Elector	D11
6	Strike the Elector's name	D11
7	Activate the spoiled ballot function	D11
8	Record a ballot spoiled for the Elector	D11
9	Mark the Elector as voted	D11
10	Verify poll book entry created for the Elector	D11

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must, between when an Elector is Struck and when the Elector is Marked as Voted, show the EO the option to accept a Spoiled Ballot and reissue a replacement ballot.	129.	4			0
2	The E-Poll Device must, each time an EO selects the option to accept a Spoiled Ballot and reissue a ballot, issue an Information Message to the effect that Electors who mishandle their ballot are only entitled to one additional ballot, and that they must cast the replacement ballot.	130.	4			0
3	The E-Poll Device should provide the ability for an EO to initiate an Oath at any time during the voting process to respond to an ad-hoc identification of need when an Elector requests an interpreter.	131.	3			0
4	The E-Poll Device should provide the ability for an EO to initiate an Elector Oath at any time during the voting process to respond to an ad-hoc identification of need when an Elector requests assistance to mark the ballot.	132.	3			0
5	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) that an Oath was taken, linked to the Elector, when an Elector request the assistance of another person to mark their ballot.	132.a	3			0
6	The E-Poll Device should provide the ability for an EO to initiate the process of Elector Oath taking at any time during the voting process to respond to an ad-hoc request from a Candidate, Candidate representative or EO who challenges an Elector’s qualification or residence.	136.	3			0
7	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries that an Oath was taken, linked to the Elector, when: a. A Candidate, Candidate Representative or EO challenges an Elector's qualification. b. A Candidate, Candidate Representative or EO has doubts about an Elector’s residence.	137.	3			0
8	The E-Poll Device should provide the ability for an EO to record a Poll Book entry (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries), linked to the Elector, when an Elector refuses to take an Oath when asked to do so.	140.	3			0
9	The E-Poll Device must, whenever a verbal Oath is performed, make an entry in the E-Poll Device which identifies the Oath reason, and collects necessary supporting information as identified in ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	144.	4			0

<b>RS17</b>	<b>Polling Place Polling Operation - Process an Elector with unreadable VIC in a disconnected mode</b>
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At the Polling Place, the user processes an Elector with an unreadable VIC while the E-Poll Device is disconnected from the CCS

Activity #	Activity	Perform with
1	Interrupt/Break E-Poll Devices connectivity to Data Center	D21 and D22
2	Manually enter the Elector's VIC barcode information	D21
3	Select the matching record	D21
4	Strike the Elector's name	D21
5	Mark the Elector as voted	D21
6	Verify record has been synched to the other E-Poll Device in the Polling Place	D22

7	Power off the E-Poll Device					D21
8	Re-establish connectivity					D22
9	Verify that data from D21 has been synched to the CCS via D22					CCS
10	Power on the E-Poll Device					D21
11	Log into the E-Poll Device - 2 user login					D21

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must provide the ability to search for an Elector on the List of Electors by entering the barcode number from the Voter Information Card (VIC).	60.a	4			0
2	The E-Poll Device must continue working without interruption or deterioration of Elector facing functions when the application has no wide area connectivity to servers external to the Polling Place.	254.	4			0
3	The E-Poll Device must, at minimum, function using one or more stand-alone devices with no Polling Place external network access.	255.	4			0

**RS18 Polling Place Polling Operation - Business Continuity - E-Poll Devices**

At the Polling Place, the user simulates an E-Poll Device failure and demonstrates recovery in the required time, and without any data loss.

Activity #	Activity	Perform with
1	Scan the Elector's VIC	D11
2	Select the matching record	D11
3	Try to access record using 2nd Device	D12
4	Strike the Elector's name	D11
5	Simulate E-Poll Device failure (i.e. cut the power by removing the battery)	D11
6	Replace E-Poll Device D11 with E-Poll Device D13; resume work at Polling Place PP1	D11 and D13
7	Scan the Elector's VIC	D13
8	Select the matching record	D13
9	Verify no data was lost, checking that the last Elector processed is still marked as voted.	D13
10	Verify the E-Poll Device's audit log	D13
11	Verify record has been synched to the CCS	CCS

Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The Contractor must provide all network infrastructure (hardware, firmware, software etc.) required at Polling Places where E-Poll Devices are deployed to support inter-communication between E-Poll Devices at the Polling Place (LAN).	227.	4			0
2	The Contractor must maintain the following recovery time objectives and the recovery point objectives for the E-Poll Devices: a. On Polling Days, the Recovery Time Objective is 5 minutes to a recovery point within 2 minutes.	289.	4			0

**RS19 ECHQ (and RO Office) - Infrastructure Monitoring Solution**

At ECHQ, the user monitors E-Poll Devices operating within a selected ED and across all EDs.

Activity #	Activity	Perform with
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1	Display activity for E-Poll Devices, with their state over time. E-Poll Device D11 and D21 must display inactivity periods, from when they were malfunctioning. E-Poll Device D21 must display an off state for the time when it worked in disconnected mode.				CCS	
2	Interrupt/Break E-Poll Device D21 connectivity to Data Center				D21	
3	Display activity for E-Poll Devices, with their state over time (Device D21 must be marked as off).				CCS	
4	Re-establish connectivity between E-Poll Device D21 and Data Center				D21	
5	Display activity for E-Poll Devices, with their state over time (Device D21 must be marked as active).				CCS	
6	Display audit logs from E-Poll Device D21 on the CCS				CCS	
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The Contractor should make the audit logs available for EC to view in real-time, or as close to that as possible, through a graphical User Interface that is hosted by the Contractor Central Server. This interface should provide the ability to extract these logs.	59.	3			0
2	The E-Poll Device must, after activation with one or more EO credentials, as soon as internet connectivity permits, report to the Contractor Central Server the device Polling Place, E-Poll Device identifier and device state.	256.	4			0
3	The E-Poll Device must, after any change of device state, as soon as internet connectivity permits, report the current E-Poll Device state to the Contractor Central Server with the device Polling Place and E-Poll Device identifier.	257.	4			0
4	The Contractor must proactively monitor E-Poll Solution components, to detect and correct faults and, using trend analysis of incidents across time, to reduce the number of instances of performance degradation and corrective maintenance in accordance with the roles and responsibilities described in ANNEX A - APPENDIX I – SERVICE MANAGEMENT.	338.	4			0
<b>RS20</b>	<b>Polling Place Post-Polling - Close of Poll</b>					
At the Polling Place, the user closes the poll at his Service Point.						
Activity #	Activity	Perform with				
1	Activate the close of poll function	D11				
2	Verify that the user no longer has access to poll operation functions	D11				
3	Activate the re-open poll function, i.e. reverse the close of poll (three logins)	D11				
4	Activate the close of poll function	D11				
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Device must provide a "close of poll" function that must place the device in a "closed poll" state, disabling poll operation functions and, on Election Day only, providing access to the set of capabilities that support reporting of manual counting.	162.	4			0
2	When the "close of poll" function is selected, the E-Poll Device must issue a Warning Message to the effect that this must disable all polling functions and initiate support for the counting process; EOs should use the "Pause Poll" function to temporarily stop serving Electors during the polling day.	163.	4			0

3	The E-Poll Device must provide a function from the closed poll state to re-activate operation of the polling device by entering two EO credentials (including an SEO) and corresponding passwords from the database of EO credentials, returning the device to the "open" state.	178.	4			0
<b>RS21</b>	<b>Polling Place Post-Polling - Ballot Counting</b>					
At the Polling Place, the user balances the ballots at his Service Point, records the count of ballots per candidate per PD using the E-Poll Device, and views the statement of the vote report.						
<b>Activity #</b>	<b>Activity</b>	<b>Perform with</b>				
1	View the Service Point ballot balance report	D11				
2	Confirm number of spoiled ballots	D11				
3	Record count of unused ballots	D11				
4	Record 1 ballot for Candidate A in PD 1	D11				
5	Record 1 ballot for Candidate B without a PD	D11				
6	Record 1 ballot rejected	D11				
7	Activate the objection function	D11				
8	Capture relevant information	D11				
9	View results of the manual count for the Service Point	D11				
10	Correct the results after a manual recount	D11				
11	Complete the record of the count and view the Statement of the Vote report for the Service Point.	D11				
12	Verify the poll book entry for the ballot objection	D11				
<b>Criterion #</b>	<b>PoS Rated Evaluation Criteria</b>	<b>SOR ID #</b>	<b>EC Category</b>	<b>(4) Bidder Self Eval</b>	<b>(5) Bidder Explanation</b>	<b>(6) Bidder Score</b>
1	The E-Poll Device should provide the ability for an EO to record an entry in the Poll Book (per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries) during counting, after the close of polls, when a Candidate, a Candidate representative challenges interpretation of a ballot which includes the decision on whether the ballot was counted or not.	138.	3			0
2	The E-Poll Device should, whenever a Poll Book entry is created for an objection, generate an objection number, starting at 1, and increasing sequentially, and record that objection number with the Poll Book entry and issue an Information Message to the effect that the EO must write the following objection number on the back of the ballot.	139.	3			0
3	The E-Poll Device must, when all Service Points are closed, allow each Service Point to produce a Polling Place Statement of The Vote report which is the sum of all the E-Poll Device results ANNEX A – APPENDIX E.2 –Specification for Poll Book entries	147.	4			0

4	<p>The E-Poll Device must, after the close of the Service Point polling operation (and for use before the opening of the ballot box for counting), provide a function for the EO to display a Service Point ballot balance report which shows:</p> <ul style="list-style-type: none"> <li>a. A subtotal of the expected number of used ballots as the difference between: <ul style="list-style-type: none"> <li>i. The net total of Unused Ballots and each addition or removal of Blank Ballots provided for use by the Service Point.</li> <li>ii. The number of remaining Unused Ballots entered after the close of the poll.</li> </ul> </li> <li>b. The total number of voted Electors as the sum of: <ul style="list-style-type: none"> <li>i. The number of Electors Struck on the list</li> <li>ii. The number of Electors who were recorded as voted in error and who have taken the requisite Oath and voted</li> <li>iii. The number of Registrations</li> <li>iv. The number of Electors voted under Transfer Certificate</li> </ul> </li> <li>c. The total number of used ballots as the sum of: <ul style="list-style-type: none"> <li>i. The total number of voted Electors (from b above)</li> <li>ii. The number of Spoiled Ballots</li> <li>iii. The number of Lost ballots</li> </ul> </li> <li>d. Whether or not the subtotal of a. (expected Used Ballots) matches c. (the total number of Used Ballots).</li> </ul>	164.	4			0
5	<p>The E-Poll Device must, after the close of the Service Point polling operation, provide the ability for an EO to:</p> <ul style="list-style-type: none"> <li>a. Record a count of the number of Unused Ballots</li> <li>b. Confirm and adjust if needed the number displayed of Spoiled Ballots by the E-Poll Device</li> </ul>	165.	4			0
6	<p>The E-Poll Device must, if the number of Unused Ballots does not match the balance of the total number of ballots they have received (tracked by the E-Poll Device and already present) less the number of ballots the E-Poll Device has recorded as used (also tracked by the E-Poll Device and already present), issue a Warning Message to try to resolve the discrepancy before opening the ballot box.</p>	165.a	4			0
7	<p>The E-Poll Device must, during the hand count of the ballots, for each ballot counted, provide the ability for EOs to record 1 ballot counted for the candidate and then for the PD as indicated on the ballot (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).</p>	166.	4			0
8	<p>The E-Poll Device must, during the hand count of the ballots, whenever a ballot is rejected, record 1 ballot counted as rejected instead of for a candidate (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).</p>	167.	4			0
9	<p>The E-Poll Device must, during the hand count of the ballots, whenever a ballot does not have a PD identified, record 1 ballot counted as a blank PD instead of for a PD (see: ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution).</p>	168.	4			0
10	<p>The E-Poll Device must, during the hand count of the ballots, for each ballot counted, provide a confirmation screen which confirms the candidate (or rejected) and PD (or blank PD) for which the ballot is being recorded, and at this time enable the EO to initiate an objection function.</p>	169.	4			0

11	The E-Poll Device must, during the hand count of the ballots, for each ballot counted, when an objection function is initiated from the confirmation screen, create a Poll Book entry for objection to ballot interpretation per ANNEX A – APPENDIX E.2 –Specification for Poll Book entries.	170.	4			0
12	The E-Poll Device must, during the count of the ballots, for each ballot manually counted, when the objection function is initiated from the confirmation screen, generate a unique sequential objection number, starting at 1 and incrementing by 1, which the EO will record on the back of the ballot, and which will be recorded in the Poll Book entry per ANNEX A – APPENDIX C.3 –Counting Process Conceptual Solution.	171.	4			0
13	The E-Poll device must, once all ballots have been hand counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) does not match the number of Electors Marked as Voted, issue a Warning Message for the EOs to recount and verify the number of ballots counted for each candidate, and those rejected, to try to resolve the discrepancy.	172.	4			0
14	The E-Poll Device must, once all ballots have been hand counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) matches the number of Electors Marked as Voted, enable a function which permits the EO to close the poll.	173.	4			0
15	The E-Poll Device must, when the close Service Point function is activated, provide an opportunity for each EO, and up to 20 witnesses to digitally endorse the reported results of the manual count for the Service Point as follows: The total number of ballots issued to the Service Point is the same as the total of: a. The number of ballots not cast: i. The number of Unused Ballots ii. The number of Spoiled Ballots b. The number of Cast Ballots: i. The number of Rejected Ballots ii. The number of ballots counted for each Candidate iii. The number of lost or stolen ballots	174.	4			0
16	The E-Poll Device must, once all ballots have been manually counted, if the total number of ballots cast (total number of ballots counted for each candidate + total number of rejected ballots + total number of lost or stolen ballots) does not match the number of Electors Marked as Voted, provide a function which requires a supervising EO to enter their credentials to close the poll with the imbalance.	179.	4			0

<b>RS22</b>	<b>RO Office - E-Poll Device Decommissioning</b>					
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At the RO Office, the user performs all activities required to decommission an E-Poll Device, including uploading all E-Poll Device data to CCS, obtaining confirmation of readiness for decommissioning, and removes all EC data from the E-Poll Device.

Activity #	Activity	Perform with
1	Upload local data and audit logs from E-Poll Device to CCS	D11
2	Obtain confirmation code that all local data has been properly uploaded to the CCS	D11, CCS
3	Confirm the E-Poll Device can be decommissioned	CCS
4	Decommission E-Poll Device	D11

5	Confirm E-Poll Device is decommissioned					D11
6	Confirm the E-Poll Device has been decommissioned					CCS
Criterion #	PoS Rated Evaluation Criteria	SOR ID #	EC Category	(4) Bidder Self Eval	(5) Bidder Explanation	(6) Bidder Score
1	The E-Poll Solution must generate and provide full audit logs of operations performed on E-Poll Solution components, both within the Contractor Central Server and within all E-Poll Devices.	54.	4			0
2	All Contractor Central Server audit logs must be available for access by EC through the Contractor Central Server as they are generated.	57.	4			0
3	All E-Poll Device audit logs must be available for access by EC through the Contractor Central Server immediately upon upload from E-Poll Devices.	58.	4			0
4	The E-Poll Solution must provide a function, to be implemented by ACs in the ORO in accordance with requirements 183 and 184, which, after uploading all information resulting from operation of the E-Poll Devices at the polls from the E-Poll Devices to the Contractor Central Server and obtaining the confirmation code identified in Requirement 261, removes all EC data from the device.	185.	4			0
6	After Election Day, the E-Poll Solution must enable ROs and ACs, at the RO office, to offload all data from the devices to the Contractor Central Server.	189.	4			0
7	E-Poll Devices must not permit decommissioning (data cleansing) until it is placed in a state, by the Contractor Central Server after confirmation that all data has been uploaded to the Contractor Central Server, such that it can be decommissioned.	190.	4			0
8	The E-Poll Solution must provide all necessary infrastructure (servers, network components, storage devices, procedures, power management and other supplies) as an E-Poll RO Kit necessary to access the Contractor Central Server from the ORO and to support loading of data onto the devices from the Contractor Central Server in preparation for deployment to the polls, and offloading of all data from the devices to the Contractor Central Server in preparation for removal of EC data and decommissioning the devices.	231.	4			0
9	The E-Poll Solution must, after the E-Poll Device is placed into a closed state at the end of any Polling Day, as close to real-time as possible or as soon as connectivity permits, automatically upload all Service Point operational data and logs from the E-Poll Device to the Contractor Central Server.	260.e	4			0
10	Upon receipt of all data that must be uploaded from an E-Poll Device, the Contractor Central Server must generate a unique random five alphanumeric character confirmation code of the form AAnnA for issue to the E-Poll Device to confirm the device may be decommissioned by the AC.	261.	4			0
11	The E-Poll Device must, after the device is placed into a closed state at the end of any Polling Day, upon successful completion of upload of all Service Point operational data and logs from the device to the Contractor Central Server, obtain from the Contractor Central Server the unique confirmation code identified in requirement 261 and display this code to the EO.	261.a	4			0

Max possible points for delivering all requirements:  
Max possible points for meeting all requirements at time of bid:  
**Max possible score:**

769.0
1538.0
2307.0

Bidder Self Score:

0
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# Instruction

On this sheet, insert a

**Criterion #**

**RP1**

**RP2**

**RP3**

**RP4**

**RP5**

IS

appropriate information in column (C) and (D).

### Rated Technical Evaluation Criteria

~~The degree of thoroughness of the proposed plan in accordance with section 1 of the TEMPLATE B - PROPOSED PLAN TEMPLATE:~~

- ~~• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll operational requirements (excepting security) without time overrun or non-completion: 5 Points~~
- ~~• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and demonstrates that delivery risk of E-Poll operational requirements (excepting security) is being managed to a moderate probability of time overrun or non-completion: 3 Points~~
- ~~• The proposed plan is high-level, with weaknesses or gaps, and demonstrates that there is a high probability of time overrun or non completion of the E-Poll operational requirements (excepting security): 1 Point~~

~~The degree of thoroughness of the proposed plan in accordance with section 2 of the TEMPLATE B - PROPOSED PLAN TEMPLATE:~~

- ~~• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll security requirements without time overrun or non-completion: 5 Points~~
- ~~• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and indicates a moderate probability of E-Poll security requirements having time overrun or non-completion: 3 Points~~
- ~~• The proposed plan is high-level, with weaknesses or gaps, and indicates that there is a high probability of time overrun or non completion of the E-Poll security requirements: 1 Point~~

~~The proposed plan is incomplete or not applicable to the requirement: 0 Points~~  
~~The degree of thoroughness of the proposed plan in accordance with section 3 of the TEMPLATE B - PROPOSED PLAN TEMPLATE:~~

- ~~• The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll deployment requirements without time overrun or non-completion: 5 Points~~
- ~~• The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and indicates a moderate probability of E-Poll deployment requirements having time overrun or non-completion: 3 Points~~
- ~~• The proposed plan is high-level, with weaknesses or gaps, and indicates a high probability of time overrun or non completion of the E-Poll deployment requirements: 1 Point~~

~~• The proposed plan is incomplete or not applicable to the requirement: 0 Points~~



The degree of thoroughness of the proposed plan in accordance with section 4 of the TEMPLATE B – PROPOSED PLAN TEMPLATE:

- The proposed plan is complete, comprehensive and demonstrates a high probability of delivering of E-Poll management requirements without time overrun or non-completion: 5 Points
- The proposed plan is complete, moderately detailed, with minor weaknesses or gaps and indicates a moderate probability of E-Poll management requirements having time overrun or non-completion: 3 Points
- The proposed plan is high-level, with weaknesses or gaps, and indicates a high probability of time overrun or non completion of the E-Poll deployment requirements: 1 Point
- ~~The proposed plan is incomplete or not applicable to the requirement: 0 Points~~

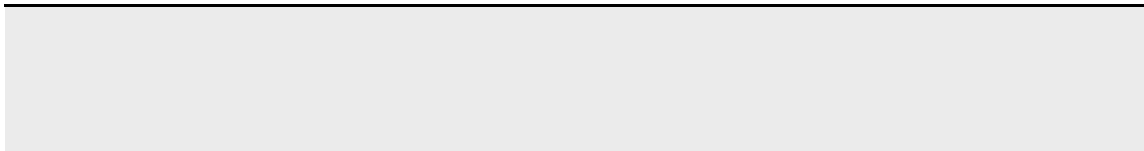
Evidence of innovative methods and approach in regard to the product lifecycle management (development, deployment and operation), yet in compliance with the SOW:

Significant innovation evident: 5 Points

Partially innovation evident: 3 Points

Minimal innovative evident: 1 Point

**Max possible score:**



<b>(C) Bidder Self Eval</b>	<b>(D) Bidder Explanation</b>


25.0