XBRL Software: Criteria-Based Assessment

Introduction

The CIPC requires assessment of XBRL capable solutions provided by Software Service Providers (SSPs) to prospective client companies for compliance to the CIPCs XBRL Programme. The CIPC will not officially *endorse* any SSP or their software solutions. The purpose of this assessment is for the CIPC to *recommend* providers / solutions after it has been established that a particular provider will be able to provide a solution to CIPC client companies adhering to minimum requirements for compliance to the CIPC XBRL Programme. Scoring is for CIPC internal reference only and will not be made available to SSPs or client companies.

Solutions to be used by client companies for submission of Annual Financial Statements (AFS) via iXBRL, will be assessed in terms of the following high-level criteria:

1. *Basic Information*
2. *Usability*
   a. *Understandability*
   b. *Documentation & Learnability*
3. *Sustainability & Maintainability*
   a. *Identity, Copyright, Licensing, Support*

It is requested that every SSP complete the forms below and *demonstrate the correctness of the relevant statement where possible*. The CIPC will allocate an assessment score to every assessment criteria as follows:

1 = Poor
2 = Below average
3 = Average
4 = Above average
5 = Excellent

Assessment Criteria Tables

➢ *To be completed and signed-off by a representative of the SSP to state as true and correct*

➢ *Scoring and sign-off to be done by a representative of the CIPC*

Table 1

Basic Information	
Name of Software Solution	

Name of international vendor (if applicable)	
Name of local vendor (if applicable)	
Classification of the software (e.g. ERP, Disclosure Management, Financial/accounting, etc.)	
Describe the software's footprint in South Africa (e.g. number and/or names of major clients)	

Table 2

Primary Assessment Criteria: USABILITY		
Secondary Assessment Criteria: UNDERSTANDABILITY		
Specific Criteria	**Yes/No/Supporting Comments**	**CIPC Score (1-5)**
High level description of what the software does and its purpose		
Intended market and users of the system		
Basic functions of the software		
Advanced functions of the software		
Platform the software runs on (e.g. OS & DBMS)		
Does the software have a taxonomy viewer / editor? Please elaborate		

Can the software be used for tagging financial facts of CIPC AFSs to a taxonomy?		
Can tags be linked to a back-end source (e.g. database), or will tagging involve manual typing of financial facts?		
Can taxonomy validation (business rules e.g. formulas) be incorporated?		
Is integration with existing back-end processes of client companies possible? Please elaborate		
Can tagged financial facts be exported into iXBRL format via XHTML files?		
What other export formats are available?		
	Sub-total:	

Table 3

Primary Assessment Criteria: USABILITY		
Secondary Assessment Criteria: DOCUMENTATION & LEARNABILITY		
Specific Criteria	**Yes/No/Supporting Comments**	**CIPC Score (1-5)**
Does documentation provide clear step-by-step instructions?		
Does documentation provide a high-level overview of functions/features?		
Is documentation • High quality • Complete • Accurate • Appropriate?		
API documentation provided for user-developers & developers?		

Are Instructions provided for use cases?		
	Sub-total:	

Table 4

Primary Assessment Criteria: SUSTAINABILITY & MAINTABILITY		
Secondary Assessment Criteria: IDENTITY, COPYRIGHT, LICENSING, SUPPORT		
Specific Criteria	**Yes/No/Supporting Comments**	**CIPC Score (1-5)**
Does the software have a distinct name within its application area? A search on Google plus keywords produces a valid website?		
Can it be verified that the software does not violate an existing trade mark?		
Is it clear who wrote the software and owns the copyright?		
Does the website states the copyright?		
Has an appropriate license model been adopted?		
What license model(s) exist (e.g. owning software with annual maintenance & support fees and/or subscription fees)?		
To what extend will the software be supported currently and in the future?		
Will clients have formal SLA's / maintenance & support contracts?		
How will clients go about to initiate requests for support?		
	Sub-total:	

Combined Total Score from all Tables:	

Signed on behalf of SSP:

General Comments: _____

_____

_____

_____   _____   _____   _____

Name   **Designation**   **Signature**   **Date**

Signed on behalf of CIPC:

General Comments: _____

_____

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_____   _____   _____   _____

Name   **Designation**   **Signature**   **Date**