

# DORA ICT Provider Evidence Checklist

FREE TEMPLATE — XLSX · PDF · MD

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## DORA ICT Provider Evidence Checklist

Version 1.0 · Updated 2026-07-03 · Free template · [orbiqh.com/templates/dora-ict-provider-evidence-checklist](https://www.orbiqh.com/templates/dora-ict-provider-evidence-checklist)

## ICT Provider Register

Field reference (the XLSX carries these as columns; sample values shown from row 1):

Column	Guidance	Sample value
Provider legal name		CloudCore Europe B.V.
Provider LEI	Legal Entity Identifier; if none, record alternative ID and reason	5493001KJTIIGC8Y1R12
Country	ISO 3166-1 alpha-2, country of establishment	NL
Intra-group?		No
CTPP designated?	On the ESAs' designated critical ICT third-party provider list	No
Contract ref	Unique contractual arrangement reference (relational key, RoI B_02)	CTR-2024-018
Contract type		Standalone
ICT service type	ESA service taxonomy (RoI B_04)	Cloud — IaaS
Service description	Complete description per Art. 30(2)(a)	Production hosting for payment processing platform incl. DR
Supports CIF?	Critical or important function — Art. 28(2), Art. 3(22)	Yes
Function supported	RoI B_06 function + ID	Payment processing (F-01)
Data storage locations	Art. 30(2)(b)	NL; IE
Data processing locations	Art. 30(2)(b)	NL; IE
Contract start		2024-03-01
Contract end	Date or 'Indefinite'	Indefinite
Notice period (months)		6
Governing law		Netherlands
Annual cost (EUR)		240000
Audit rights	Must be Full for CIF services — Art. 30(3)(e)	Full
Incident notification SLA (h)	Art. 30(2)(f)	4
Exit clause present?	Art. 30(3)(f)	Yes
Criticality tier		Tier 1 — CIF
Last reviewed		2026-06-15

## Criticality Assessment

Field reference (the XLSX carries these as columns; sample values shown from row 1):

Column	Guidance	Sample value
Contract ref		CTR-2024-018
Provider		CloudCore Europe B.V.
Function supported		Payment processing (F-01)
CIF test result	Art. 3(22): would disruption materially impair financial performance, soundness/continuity of services, or authorisation compliance?	Yes — CIF
Criticality tier		Tier 1 — CIF
Substitutability	Feeds RoI assessments (B_07)	Highly complex
Alternative providers identified		Yes — 2 (EUCloud SE, NordHost AS)
Time to substitute (months)		9
Concentration risk flag	Art. 29 preliminary assessment incl. closely connected providers	Yes
Rationale		Single IaaS provider hosts production and DR for the core payment platform
Reassessment due	At least annually and on material change	2027-01-15

## Evidence Checklist

Field reference (the XLSX carries these as columns; sample values shown from row 1):

Column	Guidance	Sample value
Contract ref		CTR-2024-018
Provider		CloudCore Europe B.V.
Tier		Tier 1 — CIF
Evidence category		Security certification
Evidence type		ISO/IEC 27001 certificate (scope-checked)
DORA anchor		Art. 28(4)-(5)
Cadence		Annual
Status		Verified
Last received		2026-02-10
Next due		2027-02-10
Evidence reference	Link or document ID — track references, not attachments	EVD-0142

## Exit Strategy

Field reference (the XLSX carries these as columns; sample values shown from row 1):

Column	Guidance	Sample value
Contract ref		CTR-2024-018
Provider		CloudCore Europe B.V.
Documented exit plan?	Art. 28(8): comprehensive and documented	Yes
Alternative solution		Alternative provider
Alternative named		EUCloud SE
Transition plan in place?	Removal + secure, integral transfer of services and data	Yes
Contractual transition period (months)	Art. 30(3)(f) mandatory adequate transition period	12
Data return format agreed		Full export, open formats (SQL dump + object storage)
Contingency measures defined?	Maintain business continuity on provider failure / deterioration	Yes
Exit plan last tested	Must be sufficiently tested and periodically reviewed	2026-05-28
Trigger scenarios documented	Provider failure, quality deterioration, disruption, Art. 28(7) termination	Failure; deterioration; Art. 28(7) termination
Subcontractors in chain	Name (country, layer) — per CDR (EU) 2025/532	NordFiber AS (NO, layer 1); DataRack GmbH (DE, layer 2)

## Instructions

Step	Action	Legal basis / note
1	List every ICT service arrangement in the ICT Provider Register sheet	Art. 28(3) covers ALL contractual arrangements on ICT services — not only cloud or critical ones. Maintain at entity, sub-consolidated and consolidated levels.
2	Run each arrangement through the Criticality Assessment sheet	Art. 28(2) CIF determination decides whether Art. 30(3) contractual extras and the Tier 1 evidence set apply. DORA is legally binary (CIF vs non-CIF); Tiers 2-3 are an operational refinement for proportionate evidence effort.
3	Instantiate Evidence Checklist rows per provider and tier; work them on cadence	Art. 30(3)(e) grants ongoing monitoring rights for CIF providers — quarterly for Tier 1, annual for Tier 2/3.
4	Complete subcontracting-chain and Exit Strategy fields for every Tier 1 provider	Art. 29 and Commission Delegated Regulation (EU) 2025/532 (subcontracting RTS, in force 22 July 2025); Art. 28(8) requires documented, tested, periodically reviewed exit plans.

Step	Action	Legal basis / note
5	Before submission, map records to the official Rol templates and run EBA validation rules	Commission Implementing Regulation (EU) 2024/2956 defines the standard Rol templates. Submission windows are set by your national competent authority (e.g. Ireland: 2-31 March 2026, reference date 31 December 2025) — no single universal EU deadline for firms.
6	Review quarterly: refresh Tier 1 evidence, subcontractor disclosures, and reassess criticality on material change	Art. 28(3): the register must be maintained and updated, not rebuilt annually. UK groups: no UK DORA — FCA PS21/3 / PRA SS1/21 operational resilience applies instead. Norway: DORA applies via the EEA (Norwegian DORA Act in force 1 July 2025, Finanstilsynet supervises).