Guidelines for Coordination:
GAC and ICANN's Global Stakeholder Engagement Team

To follow are a set of guidelines developed in 2014-2015 by a joint working group between GAC and ICANN's Global Stakeholder Engagement (Government Engagement) teams. The guidelines address recommendations 6.8 and 6.9 of ATRT2.[1]

Introduction

The Governmental Advisory Committee (GAC) at ICANN has 147 members as of December 2014 and 30 observers. The GAC's key role is to provide advice to ICANN's board on the activities of ICANN as they relate to concerns of governments, particularly matters where there may be an interaction between ICANN's policies and various laws and international agreements or where they may affect public policy issues.[2] In GAC Singapore Communique of March 27, 2014, the GAC reached agreement on the creation of a Working Group to address ATRT2 Recommendations 6.8 and 6.9. As a result a joint working group between GAC and the Global Stakeholder Engagement (GSE)/GE team to work on coordinated approaches between GAC and GSE/GE work.

A first meeting was held during ICANN 50 in London to start work on the above. A second meeting in Los Angeles at ICANN 51 saw a common presentation of the Joint Working Group (JWG). It was also decided at that meeting that the following guidelines could be drafted to serve as a non-exhaustive path line on engagement initiatives. These engagement guidelines have been part of the ATRT 2 recommendations and requirements.

The guideline approaches below cover some of the prerequisites levels for effective engagement and include:

- coordinated implementation of the relevant work between GAC and GSE/GE; a commitment to continued collaboration;

- openness to organisational and cultural change in both groups;

- a willingness to share information, as appropriate, between GAC and GSE/GE; and

- the development of trust and respect among all those involved.

The prerequisites can foster partnership working and effective implementation of agreed upon initiatives.

Contacts between GAC Secretariat and ICANN GSE/GE Teams

- RVPs list to be sent to GAC secretariat

- Links of repository of all information from regions/GE to be sent to GACSEC

- Regional updated list of GAC members regularly from GACSEC to GSE/GE Team

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[1] ATRT2 – ICANN's 2nd Accountability and Transparency Review Team. For details see https://www.icann.org/public-comments/atrt2-recommendations-2014-01-09-en
[2] https://www.icann.org/resources/pages/bylaws-2012-02-25-en#XI

- Secretariat to forward information like deadlines for application for meetings to RVPs or GE/GSE

- Secretariat to send confirmed regional attendance of GAC members to GE/GSE (fellows)

- Secretariat to notify what work/policy information is sent to GAC members from ICANN so RVPs do not duplicate or follow up in cases where needed

- Notification from RVPs about new leads for potential GAC members from their region.

- Notification from Olof to GE Team as point of contact on questions coming from GAC members or any questions/inquiries coming from potential GAC members from regions.

Level of engagement and approaches

Webinars

- Once a month by topic of interest and with rest of community

- If important to only GAC members, GAC secretariat to convey to GSE/GE

Conference calls

- Once a month as needed by GAC members – request to be done directly to RVP

- As needed and to be convened by GAC member(s) and RVP

Individual briefings

- In country whenever GSE team visit – inform and involve GAC member as much as possible, GAC member advises on issues they want briefing on

Meetings with Community in region

- GAC members to be informed of and participate as appropriate in meetings happening in their countries or regions

Mailing lists

- Regional lists:

  o kept by regional teams and updated as appropriate

  o or GAC members to be given lists to subscribe to participate in regional discussions and be kept informed

- Place to plan and provide updates on regional conference calls/webinars for the region's GAC members

- Place to provide updates on regional events, and invite the region's GAC members to participate where applicable

- The regional GAC members can send queries through this mailing list, although the email chain will not be used to discuss any substantive issues

Basic trainings

- Some GAC members have asked for basic trainings to be up to speed – Feedback is expected to RVPs team on how? When?

Engagement with Non GAC members for potential new members

- RVPs to talk about ICANN, GAC, their regional work, etc. (see section on outreach material)

- GAC to provide guidelines or more content on engagement as decided by membership

ICANN Regional Stakeholders Teams – Outreach and materials

Regionally, ccTLDs, At Large organisations, members of the Non Commercial and business constituencies, ISPs, Registrars, RIRs communities as well Governments are part of national and regional meetings, webinars and briefings. Meetings are diverse and most can be seen here: https://features.icann.org/calendar

Geneva: verbal briefings dedicated to all missions (176), IGOs (46), IG organisations and NGOs on ICANN globalization, IANA stewardship transition and Accountability (About 350 participants reached mostly from Resident missions, among whom 40 Ambassadors). Regional missions briefings are also being planned.

New York: Three briefings in New York as well as participation to the UN second committee meetings, and direct engagement with some G77 missions since September 2014 (about 200 people reached from UN missions)

The following materials are used by the Teams when doing outreach to the community in general and to Governments in particular.

For non-GAC Members

- GAC website:
  https://gacweb.icann.org/display/gacweb/Governmental+Advisory+Committee
  (About The GAC, GAC Meetings, Topics, Resources, GAC Announcement Archive)

- ICANN website: www.icann.org;

- Regional Initiatives: https://community.icann.org/category/gse

- Community pages: https://www.icann.org/community;

- Newsletters: https://www.icann.org/resources/newsletter/newsletter-2015-01-23-en;

- Learn; http://learn.icann.org

- ICANN Dashboard:
  https://community.icann.org/dashboard.action;jsessionid=AC8E8283DDE861F42A4E67E737A9C51D

- Meetings on particular subjects at request of GAC members and their community (ccTLDs redelegations)

For GAC members

- Meetings on particular subjects at request of countries officials and their community (ccTLDs redelegations)

- Meetings, briefings, webinars subjects: Subjects where GAC members are invited with rest of region community have varied from DNS, DNSSEC, Regional Strategies work, RIRs meetings, to nowadays IANA stewardship transition and Accountability.

- Subject chosen by GAC members: Introduction to ICANN and GAC by present GAC members to region non GAC people

- Information on IANA stewardship transition process and progress

Format used

- Presentations done by staff on specific subjects (can always be found on meetings sites)

- Brochures produced by communities at ICANN – eg:
  http://www.atlarge.icann.org/en/whatis.htm

- Training materials online as on LEARN website

ICANN Regional Stakeholders Teams

Africa: Pierre Dandjinou pierre.dandjinou@icann.org - Vice President, Stakeholder Engagement, Africa

North America: Chris Mondini chris.mondini@icann.org - Vice President Stakeholder Engagement, North America & Global Business Engagement

Asia: Yu-Chuang Kuek yuchuang.kuek@icann.org - Vice President Stakeholder Engagement, Asia

Europe: Jean-Jacques Sahel jean-jacques.sahel@icann.org - Vice President, Stakeholder Engagement, Europe

Latin America & Caribbean: Rodrigo de la Parra rodrigo.delaparra@icann.org - Vice President, Stakeholder Engagement, Latin America & the Caribbean

Middle East: Baher Esmat baher.esmat@icann.org - Vice President, Stakeholder Engagement, Middle East

Australia/Pacific Islands: Save Vocea save.vocea@icann.org - Vice President Stakeholder Engagement, Australia/Pacific Islands

Eastern Europe, Russia and Central Asia: Michael Yakushev michael.yakushev@icann.org - Vice President, Stakeholder Engagement, Eastern Europe, Russia, and Central Asia

Government Engagement, New York: Veni Markovski veni.markovski@icann.org Vice President

International Governmental Organizations (IGO) Engagement, Geneva: Nigel Hickson nigel.hickson@icann.org, Vice President

Government Engagement, Geneva: Anne-Rachel Inne anne-rachel.inne@icann.org – Vice President

Constraints on cooperation to keep in mind and discuss at JWG and between regional teams and GAC members.

How to alleviate the following:

- Lack of resources, mainly human – and time from Representatives – often ICANN not single issue GAC members work on

- Lack of understanding of matters dealt with at ICANN – too complex

- Some GAC members like ICANN briefings (policy updates) but need support to digest them all

- Some like email updates and others would rather hear from or talk to someone