Draft GAC meeting minutes

Singapore, June 18-24 2011

List of Attendees - Annex I. Page 9

SATURDAY, JUNE 18

<u>GAC working methods</u> (closed)

Key Issues Discussed
- Increasing demands from the Board and other ICANN constituencies: members' ability to contribute to addressing priorities for the coming year, and constraints faced in leading on topics.

- Formalization of Vice-Chairs' roles and earlier preparation of issues. Importance for engaging developing countries of briefing papers on issues ahead of meetings.

- Experience gained of topic leads' role from the new gTLD exercise - need for even spread of effort; Secretariat need to track issues with topic leaders and to work closely with ICANN to maximize use of resources.

- Defining GAC priorities and appropriate outputs needed in order to identify necessary Secretariat support. Small group of members needed to define Secretariat roles and responsibilities; detailed Work Plan of tasks, groups to be engaged and deadlines needed from Secretariat; more functional website needed for this and things such as Advice and Early Warning notifications, as an immediate priority.

- Basis needed for saying yes/no to some requests from other ICANN groups. Need to be clear about priorities in order to say no and to focus work. What are the topics or areas of work where members would like to lead or contribute to - do we need working groups? Can members help prepare agendas for joint sessions with other parts of the community or act as liaisons in some way?

The following issues were identified as the coming year's priorities:

- New gTLDs Early Warning
- Implementation of the Accountability and Transparency Review Team Recommendations relating to the GAC (9 to 14).
- ccNSO Framework of Interpretation Working Group
- WHOIS Review Team input
- Stability, Security and Resiliency Review Team
- IDN Variant project

Agreed Outcomes:
To form a working group of members to define tasks and procedures for the Secretariat; the Secretariat to produce a detailed Work Plan of activities around the priorities noted above for the group to consider.

Briefing papers be provided on issues ahead of meetings to engage developing countries in meetings.

A more functional website be provided for working groups and as a registry of Advice and Early Warning notifications.

Next Steps (Actions Required):
Chair to decide composition and remit of working group on Secretariat.

Secretariat to draft an initial Work Plan of activities by 22 July for consideration by the working group, and to work with ICANN to implement a more functional website for provision and tracking of documentation for GAC working groups and meetings as a priority.

Members to identify working groups where they can provide working group input and/or leads.

Consideration of outstanding issues concerning new gTLDs in preparation for the meeting with the Board on Sunday 19th (closed)

Issues discussed in this session are covered in the letter sent to the Board by the GAC Chair on the Saturday 18th evening:

http://www.gac.icann.org/system/files/GAC%20communication%20on%20new%20gTLDs%20and%20Applicant%20Guidebook-%2020110618_0.pdf

SUNDAY, JUNE 19

Meeting of the Board/GAC Joint Working Group

Key Issues Discussed:
Revised JWG report recommendations' integration and reflection of issues raised by ATRT recommendations 9 through 13 regarding GAC-ICANN relations and taking into account experience with new gTLDs. Major revisions underlined the importance of:

- Governments having a clear and comprehensive understanding of ICANN's strategic thinking, focus areas, business planning, and key operational decisions through formal Board liaison(s) to the GAC, reporting intersessionally and at GAC meetings on major Board discussions, decisions and public-policy developments;
- the Board creating a transparent and methodically notated register of issues requiring or pertaining to GAC advice;
- the Board developing a regular process for notifying the GAC of pending issues and policy development processes of potential interest to the GAC through formal written requests for advice;
- the Board and GAC scheduling routine, face-to-face exchanges during ICANN meetings and via conference calls on pending substantive matters that raise public policy issues in order to identify when and whether GAC views might lead to advice with which the Board might ultimately disagree;

- the Board and GAC finalizing agreement on a process for consultations, including those required by the Bylaws;
- the GAC amending its Operating Principles to include a description of the process it follows to develop advice; taking the U.N. definition of "consensus" into Principle 47 and adapting it to the GAC as a body within the ICANN framework, while accepting that the GAC can provide advice whether consensual or not;
- establishing liaison arrangements between the GAC and SOs/ACs;
- a high-level meeting of the GAC as a way to increase awareness at senior government levels among of GAC and ICANN work, and improving resource allocations in support of this work.

Agreed Outcomes:

A working group of the GAC be formed to develop proposals for a high-level governmental meeting.

The GAC to refine the U.N. definition of consensus to suit the GAC as a body within the ICANN framework.

The process for bylaws consultation between the Board and the GAC be agreed by both sides.

The GAC to further discussion with SOs and ACs as to the most effective ways to liaise (persons and/or processes) in order to get earlier GAC involvement in policy development.

Norway to update the section on the GAC Secretariat - and the Secretariat the section on travel support – for circulation and final approval prior to the report being formally forwarded to the Board by the joint Chairs.

Next Steps (Actions Required):

GAC to form working groups to (1) develop proposals for high-level meeting and (2) revise its Operational Principles in lines with the other agreed JWG issues.

GAC to identify process for actioning items by the Board and SOs/ACs at relevant points in the policy development process.

ALAC-GAC joint session

Key Issues Discussed:

ALAC efforts to promote the JAS WG's recommendations; how the two Committees could support the work of the JAS-WG; references to work of JAS-WG in ICANN Board's resolution launching the new round of gTLDs:

- Local and regional governments, as well as public-private partnerships, eligibility for funding if they meet the positive criteria elements as listed in 3.1 and 3.2 of the AG;
- Reducing gTLD application fees of around $47,000, including for applications designed to deliver strings in multiple IDN scripts;
- A fund, initially seeded at $2 million, offered to qualified applicants to assist with the costs of non-ICANN-related expenses, including startup services and technical assistance;
- ICANN developing and/or collecting a set of Best Practices to enable needs-assessed applicants to reduce cost and time in application and implementation processes;

- Support for qualified applicants to include technical support and capacity-building skills-transfer in key areas, including IPv6.

Agreed Outcomes:
ICANN should provide the resources necessary to implement JAS-WG recommendations, including provision of legal, logistical, and authoring support for a universally accessible "Needs-Assessed Applicant Guidebook", and develop an outreach project for creating awareness of the new gTLDs programme.

Next Steps (Actions Required):
GAC to finalise input to and agree joint GAC-ALAC statement to the Board.

Preparatory GAC meeting for Board meeting on new gTLDs and Applicant Guidebook (closed)

Key Issues Discussed:
Getting insight to Board views on outstanding issues raised by GAC in the Scorecard, update of 26 May and letter sent to the Board on the 18th.

Agreed Outcomes:
At the meeting with the Board, Chair would make a brief opening statement noting GAC advice sent to the Board on 26 May and the previous evening and ask for responses to these; questioning of Board then by topic leaders in their respective areas. Board to be asked for their responses to be provided subsequently in writing.

Next Steps (Actions Required):
N/A

New gTLDs and Applicant Guidebook Meeting with GAC/Board

See transcript of session at http://singapore41.icann.org/singapore41/documents

TUESDAY, JUNE 21

Updating GAC Operating Principles (closed)

Key Issues Discussed:
Due to time constraints, only Principles 2 and 3 were revised at the meeting.

Agreed Outcomes:
Revision of the Operating Principles was fundamental to achieving objectives sought in discussions the GAC had had on new gTLDs and implementation of the ATRT recommendations.

A working group should be re-established to discuss further revisions.

Next Steps (Actions Required):
GAC to re-establish Operational Principles working group.

Meet with GNSO Registrar Stakeholder Group

Key Issues Discussed:
Practicalities of developing policy - what could be done in the short, medium and long term. Codes of conduct for registrars and effects on competition; contractual requirements between registries/registrars and with ICANN. GAC-endorsed proposals needing identifiable impacts and effects, with clear indications of commitment to raising the bar

Agreed Outcomes:
Mason Cole would provide high-level document for the GAC outlining issues and steps the Group was planning, regular meetings for monitoring and assessing progress and consultation before positions finalized; Elliott Noss would send written clarification of what an address structure for countries covered so that GAC members could review to see if they could provide these for the Group.

Indicators of what contractual issues involved in the development of codes of conduct could affect competition were needed if governments were to help registrars with these issues.

The Group should develop pointers as to whether and/or how GAC could engage ICANN Contractual Team to become part of the process, and how Interpol could fit into the picture.

Governments should work with cc-level registries to identify where practical steps could be developed.

Next Steps (Actions Required):
Secretariat to draft letter for Chair thanking Mason for the meeting and asking for follow-up of agreed items.

ICM Registry Request

Key Issues Discussed:
Reserved lists of culturally sensitive and/or religious terms for dot-xxx and whether GAC should compose list, or members should do so individually. Members described a wide range of things that could be described as culturally sensitive in their various countries, the different approaches that they were taking to compiling a list (or not), and the criteria they were considering for selection.

Agreed Outcomes:
Responses to ICM should come from members, not the GAC itself.

Next Steps (Actions Required):
Members to write to ICM as they saw fit.

Preparatory discussion of ccNSO FoI Workplan

Key Issues Discussed:
Importance of issue to members vis-à-vis demands on members of participating in Working Group and technical nature of WG discussions; appropriateness of endorsing WG Work Plan; implications of GAC Principles and Guidelines for the delegation and administration of ccTLDs, released in April 2005.

Agreed Outcomes:
While it was inappropriate for the GAC to "endorse" the FoI WG Work Plan, it did provide a basis for going forward.

GAC advice on country code top level domains (ccTLD) delegation and re-delegation might need to be revisited, and consideration given to how the GAC should input to the working group.

Next Steps (Actions Required):
GAC WG members to decide on when and how best to inform and engage wider membership in WG discussions and of any implications for revision of GAC Principles and Guidelines for the delegation and administration of ccTLDs.

Meeting with Security and Stability Advisory Committee

Key Issues Discussed:
SSAC's report on the effects of blocking of domain names and strings on the security and stability of the system, produced in response to GAC concerns; possibility of developing means to identify and measure the incremental increase in harm that might occur through increases in the blocking of particular strings; differences between blocking and filtering.

Agreed Outcomes:
SSAC should do more research and analysis into the issues and that its report should be published in languages other than English in order to raise awareness of the practices that could mitigate the harmful effects of blocking to the overall DNS.

Next Steps (Actions Required):
Translated SSAC report to be circulated to GAC membership.

GAC to identify what further research and analysis could be done by SSAC for discussion at future GAC meetings.

Preparation for meeting with the Board

Key Issues Discussed:
GAC consensus concept in the formulation of its advice to the Board, based on proposed text from the United States.

Agreed Outcomes:
The points agreed were made in the meeting with the Board.

Next Steps (Actions Required):
N/A

Board/GAC Open meeting

See transcripts of session at http://singapore41.icann.org/singapore41/documents

WEDNESDAY, JUNE 22

GAC-ccNSO joint session

Key Issues Discussed:
GAC-ccNSO cooperation: priority for the GAC of how to work around implementation of ATRT recommendations, law enforcement and issues of stability and security; quality, clarity and time for consultation given for a number of reports at the heart of ICANN's remit being sent for Board approval; ICANN Strategic Plan;

Agreed Outcomes:
Significant room existed for focused policy review and cooperation in a number of areas, particularly the Framework of Interpretation Working Group, and that the ccNSO could play a useful role in helping developing country registries and governments develop processes and policies in a number of important areas.

The quality, clarity and time for consultation given by ICANN for a number of important reports being sent to the Board for approval was of major concern, particularly in the area of the Security, Stability and Resiliency.

Greater clarity needed in ICANN management's provision of financial detail and justification for the ICANN Strategic Plan.

Government cooperation with national registries on the impact of geographic gTLDs, WHOIS, FoI, and IDNs could be very useful in developing good practices; the report by the Norwegian Ministry of Transport and Communications on a principles-based framework for geographic gTLDs on ccTLDs could help policy makers around the world identify the role they could play, and should be translated.

Next Steps (Actions Required):
GAC and ccNSO to identify ways they could develop focused ongoing cooperation on implementation of ATRT principles, and issues of law enforcement and stability and security.

WHOIS Review Team law enforcement and consumer protection

Key Issues Discussed:
Clarifying ICANN's WHOIS policy and extent to which it met law enforcement and consumer protection concerns, particularly within a global environment; how WHOIS data is generated and held by registrars and could or should be validated, particularly in relation to proxy services, and possibilities for a clear and uniform policy, with up-to-date legal processes.

Agreed Outcomes:
Governments should engage national registrars and law enforcement agencies on ways to ensure data held is valid and up-to-date, and that the Review Team could help this by identifying requirements needed in registry/registrar agreements and the means for making these effective.

Review Team should identify whether and/or how ICANN policy should be developed to incorporate and contractually enforce requirements, suitably modified for the global context of gTLDs.

Next Steps (Actions Required):

Members to provide input to Peter Nettlefold on WHOIS RT questionnaire on law enforcement by 23 July deadline.

Members to provide comment on the RT's draft report by 23 July deadline.

Meeting with Security, Stability and Resiliency Review Team

Key Issues Discussed:
Whether ICANN's remit was correct in scope or not, and whether its goals were clear sufficiently budgeted; importance of ways in which the various issues hung together as much as in themselves in isolation; analysis not of every aspect of the DNS, but of the risks at different layers and the framework for managing them effectively, and whether ICANN has appropriate contracts in place; the need to balance between a focus on ICANN's SSR-related activities and identification of the criteria that would need to be modified as the Internet evolved.

Agreed Outcomes:
Continue meetings between the GAC and the SSR-RT.

Next Steps (Actions Required):
Alice Munyua to lead on future meeting agenda contributions from SSR-RT.

Communiqué drafting (closed)

See http://www.gac.icann.org/system/files/Singapore%20Communique%20-%2023%20June%202011_1.pdf

THURSDAY, JUNE 23

NRO/GAC Session (Unscheduled meeting)

Key Issues Discussed:
Situation of the numbering space following the final allocation of the /8 IPv4 address blocks: IPv4 exhaustion, legacy space, competition concerns, IPv6 allocation and actions to facilitate the transition to IPv6; success of IPv6 Day, efforts to avoid a hard landing through releasing small address amounts of the final IPv4 blocks, development of transfer processes in some regions (and shared transitions between regions), and efforts of some governments to implement IPv6 in public services and procurement requirements; the almost infinite supply of IPv6 addresses creating potential for wastage and making registration processes a priority, along with routing organization of the backbone vis-à-vis where address blocks were awarded.

Agreed Outcomes:
It was important to develop national initiatives to promote the technological update of systems for the integrity of communications infrastructure, the compatibility of public services and government procurement with IPv6, and that content is accessible from both IPv4 and IPv6 networks.

Next Steps (Actions Required):
Chair to decide appropriate future contributions on NRO work.

ANNEX I. List of attendance – Singapore Meeting

Country	Name	Entity	
Australia	Andrew Maurer	Department of Broadband Communications and the Digital Economy	
Australia	Peter Nettlefold	Department of Broadband Communications and the Digital Economy	
Austria	Christian Singer	Ministry of Science and Transport	
Belgium	Jan Vannieuwenhuyse	Belgian Institute of Postal Services and Telecommunications (BIPT)	
Brazil	Alexandre Scudiere Fontenelle	Ministry of External Relations	
Brazil	Hartmut Glaser	Brazilian Internet Steering Committe	
Bulgaria	Nelly Stoyanova	State Agency for Information Technology and Communications	
Canada	Heather Dryden	Industry Canada	
China	Shutian Cui	Division of Telecommunication Services and Resources. Telecommunication Administration Bureau	
Congo	Bienvenu Lumbu	Ministere des PTT	
Congo	Guillaume LEU MAKOMBI	Ministere des PTT	
Czech Republic	Iva Hatlapatkova	Ministry of Industry and Trade of the Czech Republic	
Denmark	Julia Kahan-Czarny	Ministry of Science, Technology, Innovation. National IT and Telecom agency	
Egypt	Manal Ismail	National Telecom Regulatory Authority-NTRA	
Estonia	Marek-Andres Kauts	Ministry of Economic Affairs and Communications	
European Commission	Gerard de Graaf	Directorate General For Information Society & Media.	
European Commission	Tonnie Erik de Koster	Directorate General for the Information Society and Media (DG INFSO)	
European Commission	William Dee	Directorate General for the Information Society and Media (DG INFSO)	
Finland	Juuso Moisander	Ministry of Foreign Affairs of Finland, Department for External Economic Relations	
France	Anton Battesti	Ministry of Foreign and European Affairs	
France	Laurent Ferrali	Ministry of Economy, Industry and Labour	
Georgia	Mzia Gogilashvil	Georgian National Communications Commission Strategy Development and Competition Department	remote participation
Germany	Hubert Schöettner	Federal Ministry of Economics and Technology	
Greece	Panagiotis Papaspiliopoulos	Hellenic Ministry of Infrastructure, Transport & Networks	
Greece	George Papapavlou	Hellenic Telecommunications and Post Commission	
Hong Kong Special Administrative Region, China	Newton MF LAU	Government of the Hong Kong Special Administrative Region	
India	N. Ravi Shanker	Ministry of Communication and Information technology	
Italy	Stefano Trumpy	Institute of Informatics and Telematics of the National Council for Research	
Japan	Junichi Nakazawa	Ministry of Internal Affairs and Communications	
Kenya	Alice Munyua	Ministry of Information and Communications	
Malta	Joseph v. Tabone	Communications Authority	
Mexico	Victor Martinez Vanegas	Directorate General for Telecommunications and Broadcasting Policy. Ministry of Communications and Transports	remote participation
Morocco	Rachida Fakhri	Ministry of Trade, Commerce and New Technologies	
Netherlands	Thomas de Haan	Ministry of Economic Affairs , Agriculture and Innovation. Directoarete General for Energy and Telecom	
New Zealand	Frank March	Ministry of Economic Development	
Norway	Elise Lindeberg	Norwegian Post and Telecommunications Authority	
Norway	Ornulf Storm	Department of Internet and Security - Norwegian Post and Telecommunications Authority	
Pakistan	Nadeem Ashraf	Ministry of Information Technology	
Philippines	Patricia May M. Abejo	Commission on Information and Communications Technology	
Poland	Marek Rusin	Ministry of Science and Higher Education	
Portugal	Ana Cristina Neves	Ministry of Science, Technology and Higher Education	
Portugal	Luis Magalhaes	Ministry of Science, Technology and Higher Education	
Romania	Eugenie Staicut		
Romania	Sorina Teleanu	Chamber of Deputies . Parliament of Romania	
Russian Federation	Igor Milashevskiy	Ministry of Telecoms and Mass Communications	
Senegal	NDeye Maimouna Diop Diagne	Ministry of Post, Telecommunications and TIC	
Senegal	Ndongo Diao	ARTP	
Singapore	Lim Choon Sai	Infocomm Development Authority of Singapore	
Sri Lanka	Jayantha T. Fernando	ICT Agency of Sri Lanka (ICTA)	
Sweden	Bo Martinsson	Network Security Department, Swedish Post and Teleccomunication Agency	
Sweden	Maria Hall	Ministry of Enterprise, Energy and Communications	
Switzerland	Francois Maurer	Federal Department of Environment, Transport, Energy and Communications	
Switzerland	Thomas Schneider	Federal Department of the Environment, Transport, Energy and Communication DETEC, Federal Office of Communications OFCOM	
Taiwan	Tien-Lai Teng	Ministry of Transportation & Communications	
Tanzania	James M. Kilaba	Tanzania Communications Regulatory Authority (TCRA)	
Trinidad & Tobago	Tracy F. Hacksaw	National ICT Company Limited (iGovTT)	
Tunisia	Sihem Trabelsi	Instance Nationale des Télécommunications	
Turkey	Ihsan Durdu	Ministry of Transportation & Communications	
Uganda	Simon Bugaba	Uganda Communications Commission	
United Arab Emirates	Abdulrahman Al Marzooqi	Telecommunication Regulatory Authority	
United Kingdom	Mark Carvell	Department for Culture, Media and Sport	
United States	Suzanne Radell	National Telecommunications and Information Administration (NTIA). Department of Commerce	