

ICANN
COMMUNITY FORUM

64

KOBE

9–14 March 2019



GAC Standards and Work Processes Overview

9 March 2018

Governmental Advisory Committee

ICANN64 GAC Plenary Meeting - Agenda Item 3.2

ICANN | GAC
Governmental Advisory Committee



Session Goals

- Provide Overview of Staff research and efforts regarding public comment process improvements for GAC
- Identify other areas of operational improvements work
- **Spark** Further GAC Member Ideas and Feedback

Session Topics

1. Production of GAC Public Comments

- a) Issue Statement
- b) Information Flow
- c) Process Standardization

2. Enabling Effective GAC Participation

- a) Opportunities
- b) Enablers
- c) Concepts
 - i. Communication Improvements
 - ii. ICANN Meeting preparation Improvements
 - iii. Consider Groups of Interest

3. Other Operational Improvement Areas



Production of GAC Public Comments

Issue Statement

Increasing workload and tight time frames can create operational challenges when formulating GAC Input or Public Comment:

- Complexity or scope of some issues require extensive time for consideration.
- Timing of drafting can be an issue for some GAC members
- Some GAC Members may need more time for considering and contributing to draft comments

Potential Avenues To Address Issue

- Improve information flow to inform earlier decisions
- Standardize a process that enables more input



Production of GAC Public Comments – Information Flow

- Draft Staff Template - under development
- Staff also developing updated working group member inventory

	A	B	C	D	E	F	G	H	I	J
1	GAC Public Comment Opportunities Document									
2										
3		Priority Level	Low	Medium	High					
4										
5	Open Public Comment Proceedings (linked)	Open Date	Close Date	GAC Decision to File Comment Y/N	Drafting Responsibility (i.e GAC Participant, WG, leadership, staff, etc)	GAC Participant Volunteer	Drafting Deadline for Leadership Review	Drafting Deadline for GAC Review	GAC Approval to File Comment Y/N	Comment Submitted Y/N
6	Work Track 5 on Geographic Names at the Top Level - Supplemental Initial Report of the New gTLD Subsequent Procedures Policy Development Process	5 December 2018	22 January 2019	Y (date) (method)	Participant	Joe Bob (USA)	10 January 2019	15 January 2019	Pending	No
7	Proposed Changes to The Registrar Stakeholder Group (RrSG) Charter	18 December 2018	5 February 2019							
8	ICANN Draft FY20 Operating Plan and Budget and Five-Year Operating Plan Update	17 December 2018	8 February 2019							
9	Updated Operating Standards for Specific Reviews	17 December 2018	11 February 2019							
10	ICANN Strategic Plan for Fiscal Years 2021 -- 2025	20 December 2018	25 February 2019							
11	First Consultation on a 2-Year Planning Process	21 December 2018	8 March 2019							
12										
13										
14										
15										
16										



Production of GAC Public Comments – Information Flow

- Web Page for GAC member tracking - under development

GAC Public Comment Opportunities

Last Updated: 01 Mar 2019
Status: On Hold

Page Under Development - Staff is looking for ways to provide reports to GAC members. Please check this space for updates.

GAC Public Comment Opportunities:

This page contains monthly updated information on currently open ICANN Public Comment Proceedings, as well as upcoming Public Comment Proceedings.

The purpose of this page is to provide timely information to the GAC leadership and membership on public comment opportunities available and to track each step of the process. The page is aimed to be a one stop place for GAC leadership and GAC Members to view:

- The GAC's interest in filing a comment;
- Tracking the status and priority level of comments to be filed;
- Drafting responsibilities and deadlines, with reminders from GAC support staff; and
- The link to comments filed – rather than having to search the archives of each public comment proceeding to find a comment submitted by the GAC.

[Open Public Comment Opportunities are listed in a monthly report in the Documentation Section Below.](#)



Production of GAC Public Comments – Brainstorming (1)

What does standardization look like?

- ⊙ Drafting of GAC Positions/Comments
 - Who should hold the pen when no volunteer is identified or emerging?
 - What is the general timeframe to be expected for the drafting of a comment?
 - Should there be two phases to drafting (initial and subsequent, after review by GAC)?
- ⊙ Timeframe for review by the GAC Membership
 - How long should the GAC Membership be provided for reviewing a Draft Comment?
 - How long should a revised Draft (after GAC review) be circulated before publication?
 - Should there be an absolute minimum timeline even when production of a GAC Comment needs to be expedited?
- ⊙ Format of contributions from GAC Membership
 - Should it be formally clarified that input on drafts is expected in track changes?



Production of GAC Public Comments – Brainstorming (2)

- ⊙ Consensus requirements
 - Should consensus be expected on GAC Input or Public Comment?
if so, what standard?
 - If not, should there be a standard way or conveying the full range of views?

- ⊙ Role of GAC Leadership
 - In Drafting or coordinating the Drafting of a GAC Comment ?
 - In Authorizing the initiation of a GAC Comment ?
 - In dealing with escalation of situations not meeting the expected standards ?

- ⊙ First Opportunity to Utilize? GNSO EPDP on Temporary Specification for gTLD Registration Data Policy Recommendations for ICANN Board Consideration (Closes 17 April)



Enabling Effective GAC Participation

- a) Opportunities
- b) Enablers
- c) Concepts
 - i. Communication Improvements
 - ii. ICANN Meeting preparation Improvements
 - iii. Consider Groups of Interest



Enabling Effective GAC Participation - Opportunities

- ⦿ GAC Participants have **limited time to deal with ICANN matters**
- ⦿ ICANN subject matters **may generally require greater than average attention** because of factors such as:
 - inherent complexity of issues (GDPR, Rights of Countries to geographic names)
 - need to coordinate contributions from several departments of governments in countries before offering contributions and positions,
 - intricacies of past developments and depth of background information needed to understand issues
- ⦿ GAC **Mailing List**: (in addition to other ICANN mailing lists): providing the right level of information needed (too little/too much), being too active (can reach 100+ messages per month)
- ⦿ **Rotation of GAC participants** may compound and multiply the effects of the above factors for officials that have limited knowledge of the ways of ICANN

Enabling Effective GAC Participation - Enablers

- ⦿ **Leverage core group of GAC participants** who tend to act as de facto topic leaders, who actively contribute to the formation of GAC views, positions and key outcomes.
- ⦿ **“Alternates”- type arrangements in PDP Working Groups** have allowed continuity of GAC Participation in non-GAC activities
- ⦿ **Proactive GAC Briefings via webinars** on specific topics have proved conducive to effective engagement (this was the case in the early phase of GDPR for example)
- ⦿ Leverage Existing Collaboration Tools
 - **Utilize current connections** (e.g., working groups) **between topic leaders and GAC Leadership** is effective in dealing with complex subject matters and difficult situations
 - Features of the GAC Mailing list such as *digests*, or *archives* (improvement could possibly sought as part of ITI such as the searchability of mailing list archives)
 - New GAC Website (still in of content building and features improvement after challenged launch)

Enabling Effective GAC Participation - Concepts (1)

Communications Improvements:

- ⊙ GAC-wide information flow:
 - Better labelling of GAC email list traffic
 - Summary Documents - Bi-Weekly/Monthly Executive Summaries by Leadership (+ Support Team) for substantive developments and other announcements
 - Chair Announcements
 - Strategic considerations (such as ICANN Board Engagement)
 - GAC Internal Procedures such as Leadership Elections, call for participation in Groups of Interest, volunteer opportunities, etc.

- ⊙ Leverage website Activity Spaces for “pull” information on specific topics

Enabling Effective GAC Participation - Concepts (2)

ICANN Meetings Preparation Improvements:

- ⊙ Reinforce briefing regimes (e.g., webinars and packaging of written reports)
- ⊙ In addition to overall GAC Leadership coordination/decision making, consider specific contributions from organizational and thought/topic leaders

Consider Groups of Interest (organizing interested GAC Members in pre-identified topics/policy areas):

- ⊙ To complement, and including, GAC working groups, small group, formal/informal leadership groups, etc.
- ⊙ Flexible degree of intensity/formality, mailing list (if needed) and CVC Calls discussion as needed
- ⊙ Possible Examples:
 - WHOIS Policy (today's GAC EPDP Small Group)
 - New gTLD Policy (needed in light of expected future developments?)
 - Accountability Processes (e.g. CCWG Accountability/Stewardship transition)

Other Operational Improvements

- ⦿ Operating Principles Evolution Working Group (Thursday)
- ⦿ Travel Guidelines Review and Update (Thursday)
- ⦿ Capacity Building Workshops – USRWG (Sunday)
- ⦿ Leveraging ICANN Learn – USRWG (Sunday)



Thank You

*March 2019
Kobe Japan*



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