

Draft Agenda ccNSO Council Meeting
19 December 2019

1. Welcome and roll call

2. Minutes & Action Items

Minutes

Minutes of the November 2019 meeting have been circulated on 10 December 2019.

Action items

Action Item 156-01:

The Chair of the Council is requested to inform the Chair of the Customer Standing Committee and GNSO accordingly. (approval IANA Naming Function SLA Change):

Completed

Action Item 156-02:

The chair of the ccNSO is requested to notify the Empowered Community Administration in writing of this decision as soon as possible and forward this notice to the Secretary. **Completed**

Action Item 156-03:

Call for volunteers – PDP Working Group 2 and Issues manager update timeline/schedule. **Completed**, see agenda item 9. B.

Action Item 156-04:

The Secretariat is requested to prepare for the next meeting of Council:

- The Request for the Issue Report, which is advised to include:
 - Scope of the issues to be addressed (listed in the Final report of the Preliminary Review team)
 - Structure of work of the PDP: Task Force or Working Group
 - Tentative timeline for the Issue Report. Assuming the Council will decide to launch ccPDP4 at its December 2019 meeting, the timeline should allow for a Council decision on the initiation of ccPDP4 by the Cancun meeting (ICANN67).
- Consideration on the appointment of the Issue manager
- Draft a letter to inform the GAC on scope of issue to be addressed, and need for PDP(s). In addition, inform them how they will be engaged in the process, and tentative timeline.

Completed See Agenda item 10 a.

Action Item 156-05

The Secretariat is requested to prepare for the next Council meeting a letter to the Board requesting the change of Article 10 and Annex B of the ICANN Bylaws to enable membership of the ccNSO for IDN ccTLD Managers

- o Include in the letter a reference to the proposed Bylaws changes under ccPDP 2
- Explain that the membership definition has been further updated to mitigate the effect of the October 2016 changes of Article 10.4(a).

Completed. See agenda item 10 b

Action Item 156-06:

The Triage Committee is requested to prepare work plan and suggest priorities on implementation of the most relevant Areas for improvement of the ccNSO and report back to Council at February meeting. **Ongoing**

Action Item 156-07:

The Chair of the Council is requested to inform the chairs of the working groups and committees of the Council decision to request charter reviews. **Ongoing**

Action item 156-08

Reach out to Barbara Povse on whether she is available/interested in the leadership training (along with Pablo Rodriguez). **Completed**

3. Intermeeting decisions (since 6 November 2019)

- Approval of membership application ccNSO of .tz (Tanzania)
- Appointment Alejandra Reynoso ccNSO appointed mentor fellowship program
- Approval text Approval Action to change section 18 ICANN Bylaws
- Submission support SLA change creation and delegation ccTLD Public Statement

4. Adoption ccNSO Council 2020 Election report

For adoption

Adoption closes the Election process formally.

Draft Resolution

Background

In March 2020, at the end of the ccNSO meeting during ICANN67, the term of the following ccNSO Council members ends:

- AF region: Souleymane Oumtanaga (.ci)
- AP region: Hirofumi Hotta (.jp)
- EU region: Giovanni Seppia (.eu)
- LAC Region: Alejandra Reynoso (.gt)
- NA Region: Stephen Deerhake (.as)

Following the applicable Guideline, the ccNSO Council appointed the Election manager and adopted the Election timeline at its meeting on 22 August 2019. The Election manager submitted the Election Report on 11 December 2019.

Decision

The ccNSO Council adopts the Council Election Report FY 2020, notes the observations, and thanks Joke Braeken for her work as Election Process Manager. By this adoption the election process 2020 is closed.

The ccNSO Council congratulates the elected candidates:

- AF region: Souleymane Oumtanaga (.ci)
- AP region: Ai-Chin LU (.tw)
- EU region: Giovanni Seppia (.eu)
- LAC Region: Alejandra Reynoso (.gt)
- NA Region: Stephen Deerhake (.as)

The Council notes that elected candidates will take their seat at the end of the Council meeting at ICANN67 meeting in Cancun, Mexico.

The chair of the ccNSO is requested to inform the ICANN Secretary and candidates accordingly and invite the future Councillors for the upcoming Council workshop at the Cancun meeting.

5. Update Board Seat 11 Nomination Process

Informational

6. Selection candidates Root Server System Governance Working Group (RSS GWG)

Informational & reminder

Call for volunteer closed on 16 December 2019.

Selection process by Council closes on 20 December 2019.

7. Call for volunteers Meeting Program Committee

For decision

Draft Resolution

The ccNSO Council request the secretariat to prepare and send out a call for volunteers for membership of the Meeting Program Committee by mid- January 2020.

8. Appointment member ICANN Ethos Award Panel 2020

The ccNSO Appointees to the 2019 Ethos Award Selection Panel are Stephen Deerhake and Ajay Data. Both are not term limited (appointed in January 2019 for first term).

Draft Resolution

After call for volunteers to Council the following Councillors volunteered:

- Margarita Valdes (.cl)
- Stephen Deerhake (.as)

The ccNSO Council appoints both as ccNSO appointee to ICANN's Ethos Award Panel 2020. The chair is requested to inform relevant ICANN staff accordingly

9. PDP 3

a. Part 1 Retirement – Update

Informational

b. Amendment timeline ccPDP 3: launch Part 2 of the PDP3

For decision: amendment timeline, implies launch Part 2 and call for volunteers WG Review Mechanism.

The timeline has been updated to reflect progress RET WG and opportunity to work in parallel.

Draft Resolution

Background

Taking into account the progress to date of the WG Retirement, the schedule for PDP 3 as amended at the 13 March 2019 Council meeting needs to be adjusted to reflect progress to date and to adjust the timing of the call for volunteers from the second WG under ccPDP3, which is tasked to develop a review mechanism for decisions pertaining to the delegation, transfer, revocation and retirement of ccTLDs. The updated schedule was presented to the Retirement WG, which considered the proposed schedule reasonable.

Decision

The ccNSO Council has taken notice of and confirms the amended schedule and timeline of ccNSO PDP 3 version 3, as proposed by the PDP Issue Manager and request the Issue Manager to launch the call for volunteers as foreseen in the updated schedule and timeline.

10. IDN ccTLD related work items ccPDP 4 & Bylaw change

a. Launch PDP ccPDP 4: request for Issue report, appointment Issue Manager and adoption initial timeline

For decision:

In order to launch ccPDP4 the Council will need to take the following decisions:

1. **Request an Issue report** (ICANN Bylaws, Annex B section 1 and 2).
Written request (Council resolution) which describes the topics/ issue at high level that needs to be addressed. The request for the issue report will determine the breadth and width of the issues to be addressed and hence whether the policy development process
2. **Appointment of the Issue manager.** The role of the issue manager is defined in Annex B. Main tasks are effectively to manage the process, which includes ensuring progress and reporting.
3. **Tentative timeline to receive the Issue Report.** Unless otherwise defined, the issue report should be available within 15 days after appointment. However to ensure an adequate basis for the next Council decision, for example the required Opinion of ICANN's general Council on whether the issues are within the scope of the ccNSO and requirement to draft comprehensive Issue Report, the suggestion is to request the Issue Report by mid- February 2020. This would allow the Council to initiate the PDP prior to the Cancun meeting and use that meeting for PDP4 work.

4. **Appointment an oversight committee.** Although not required, the ccNSO PDP allows for the creation of a Council committee that will oversee the Issue Manager, at least during the first stage of the process. Experience in the proceeding PDP's has shown that this mechanism ensures an adequate definition of the issues at stake and progress. If Council intends to appoint such a committee it is suggested to appoint one Councillor from every region under chairmanship of the chair of the ccNSO.

Draft Resolution

Background

In September 2013 the ccNSO submitted the IDN country code policy development process (ccPDP 2) Board Report in September 2013 to the ICANN Board of Directors.

The recommended policy ccPDP2 contains two parts:

- Proposals (at a high level) for the criteria and requirements for the IDN ccTLD string selection and activities, roles, and responsibilities of the actors involved in the string selection and string evaluation processes and procedures.
- Proposals to enable the inclusion of IDN ccTLD in the ccNSO.

By mutual understanding, the ccNSO Council and the ICANN Board allowed the Fast Track Process to evolve to test and gain experience with the policy aspects pertaining to the introduction of IDN ccTLDs under the Fast Track Process to further inform the overall policy, specifically with results of the different reviews of the Fast Track process¹.

In March 2019 the ccNSO Council tasked a team (PRT) to review ccPDP2 in light of the evolved Fast Track Process, request of the ICANN Board of Directors with respect to IDN Variants and other relevant developments and advise the Council on whether to launch an additional Policy Development Process to address open issues, if any

The PRT advised Council to launch a ccNSO Policy Development Process (ccPDP4) to address the various items it had identified, including the de-selection of IDN ccTLD strings.

In order to implement the adopted PRT recommendations the ccNSO Council requested the ICANN Board of Directors to agree to take no additional steps with respect to ccPDP2 and stop the evolution of the Fast Track Process. In November 2019 the ICANN Board confirmed this approach.

¹ See: <https://www.icann.org/en/system/files/files/idn-cctld-implementation-plan-28mar19-en.pdf>, general introduction page 4.

Following the initial discussions of Council, input and feed-back was sought from the community at the Kobe (ICANN64), Marrakesh (ICANN65) & Montreal (ICANN66) meetings. The community present was of the view that (IDN) ccPDP4, should be launched and focus should be on the (de-)selection of IDN ccTLD strings and management of variants of selected IDNccTLD strings and limited to the Items identified by the ccNSO Preliminary Review Team.

Decisions

- 1. In accordance with Annex B section 1 of the ICANN Bylaws the ccNSO Council requests an Issue Report, which should address the following topics:**
 - a. Whether or not the ccNSO should initiate the ccNSO Policy Development Process on the (de-)selection of IDN ccTLD strings (ccPDP4) and other areas listed in the Final Report of the Preliminary Review Team and, with respect to the de-selection be guided by and build-upon the process for the retirement of ccTLDs.**
 - b. Whether or not to convene a Taskforce or use other method to address these issues.**

In addition, if the conclusion of the Issue Report is to initiate a ccNSO Policy Development Process, the ccNSO Council requests that the Issue Report include a proposed time line for conducting each of the stages of PDP outlined in Annex B of the ICANN Bylaws (PDP Time Line).

- 2. In preparing the Issue Report, and in proposing a time line for conducting each stage of ccPDP4 the Issue Manager should take into consideration and be guided by the following documents:**
 - RFC 1591 (<https://www.ietf.org/rfc/rfc1591.txt>)
 - ISO 3166 standard (http://www.iso.org/iso/country_codes)
 - The ccNSO Framework of Interpretation working group Final Report, (<http://ccnso.icann.org/workinggroups/foi-final-07oct14-en.pdf>)
 - The Fast Track Implementation Plan and related documents, latest version.
 - The draft policy for the selection IDN ccTLD strings (September 2013)
 - The Final Report of the IDN policy preliminary review team (June 2019)
 - The Board resolution on IDN (cc)TLD Variants (14 March 2019) (<https://www.icann.org/resources/board-material/resolutions-2019-03-14-en#2.a>) requesting the ccNSO to work on Variant Management
 - and any other matters and documents that the Issue Manager considers to be of relevance.

3. The ccNSO Council expects the Issue Report by its February 2020 meeting.
4. In accordance with Annex B section 2 of the ICANN Bylaws the ccNSO Council appoints Bart Boswinkel, VP Policy Support – ccNSO relations, as Issue Manager.
5. To establish a Council sub-committee to act as a steering group for the PDP, and to liaise with and assist the Issue Manager on behalf of the Council, up and until the Council decides whether or not to initiate ccPDP4. The sub-committee will have 6 members consisting of one (1) Councillor from each of ICANN geographic regions, including the chair of the ccNSO overseeing the policy and one (1) NomCom appointed Councillor. The initial members of the PDP Oversight Committee are:
 - a. Katrina Sasaki (chair ccNSO, EU region)
 - b. TBD (AF region)
 - c. TBD (AP Region)
 - d. TBD (LAC Region)
 - e. TBD (NA Region)
 - f. TBD (NomCom appointed Councillor)
6. The secretariat is requested to publish this resolution as soon as possible.

b. Request change Article 10 and Annex B ICANN Bylaws to include IDN ccTLD Managers in the ccNSO

For discussion and confirmation by email vote.

Draft letter was circulated, including the proposed amendments as foreseen in ccPDP2

11. Update ccNSO related ICANN Bylaw Change Repository

For information:

The Bylaw change repository has been updated to reflect adoption of the Fundamental Bylaw change re IFRT and amendment of Article 10 and Annex B of the ICANN Bylaw

12. Results Council Workshop Montreal (ICANN66) & Implementation WS 2 and ccNSO Organizational Review recommendations & suggestions

For information and discussion.

13. Preparation Cancun meeting (ICANN67, 7-12 March 2020)

- a. Council Workshop
- b. Council meetings
- c. Tech Day & Members meeting
- d. Plenary sessions

- e. *WG meetings*
- f. *Joint meeting with the Board (Topics for discussion)*
- g. *Joint meeting with GAC*

14. Update ECA & CSC

- a. *ECA*
- b. *CSC.*

15. Updates Chair, Vice-Chairs and Councillors, Regional Organisations, secretariat.

16. Updates WGs.

- a. *GRC*
- b. *IGLC*
- c. *SOPC*
- d. *Meeting Program Committee*
- e. *TLD-OPS*
- f. *Auction Proceeds*

17. Update liaisons

- a. *Update ALAC Liaison (written update)*
- b. *Update GNSO Liaison (written update)*

18. Next meetings

2020 proposed Council calls:

- January 23 – 18:00 UTC
- February 20 – 12:00 UTC (TBD)
- March @ICANN67
- April 16 – 12:00 UTC
- May 21 – 18:00 UTC
- June @ICANN68
- August 20 – 12:00 UTC
- September 17 – 18:00 UTC
- October @ICANN69
- November 19 – 12:00 UTC
- December 17 – 18:00 UTC

19. AOB

20. Closure