

Overview Administrative Activities December 2012					
Activity	Description	Launch	Target Date	Chair/owner	Pending action/status/dependencies
Council Elections		August 2012	November 2012	Election Manager	Election statements. Elections. Completed 19 November 2012
Meetings Programme	Prepare Beijing meeting	18 October	11 April 2013	Chair Program	Programme Wg had its first meeting 19 November
	Prepare Durban Meeting	12 April 2013		Chair Program	
Chair and vice chair elections			10 April 2013	ccNSO Council	
Assign Council roles and responsibilities	20 March 2013		10 April 2013	Chair of the ccNSO	Workshop 7 April 2013. Workshop needs to be scheduled
Council Study Group Capacity	Final Report, contains recommendations for Triage Committee and prioritization of activities method		10 April 2013	Fernando Espania	To be discussed at Council Workshop, Adopt at 10 April Council meeting.
Rules and Guidelines update	Update ccNSO Council Election Guidelines, and improvement voting system	20 November 2012	10 April 2013	TBD	Based on incidents during 2012 Council elections, procedures need to be updated. Appoint Council committee, propose to the community at the Beijing meeting. Council committee appointed December 11, 2012.
ccNSO Workplan review	Update overview of activities and adjust portfolio for 2013-2015 timeframe	1 March 2013	10 April 2013	Chair of the ccNSO/ Senior policy advisor	For discussion at 7 April 2013 council workshop. Present to the ccNSO Community present, adopt at the 10 April 2013 council meeting
Update ccNSO Rules and	The current set of Rules and		Post Beijing (in	Hiro Hotta	Paper needs to be signed off by WG 2

Guidelines to include IDN ccTLD in ccNSO	Guideliens needs to be updated to reflect the updates to Article IX and Annex B of the ICANN Bylaws as a result of inclusion of IDN ccTLD in the ccNSO		conjunction with adoption of the changes to Article IX and Annex B of the ICANN Bylawas resulting from the IDN ccTLD ccPDP.		members
ccNSO Translation Policy	Survey on need for translation and quality	October 2012	10 April 2013	Staff	Recommendation 2 of ccNSO improvements based on survey early 2010, needs to be updated. Survey will be prepared by staff and is targeted for early 2013
	Overview of tools, costs and funding of translations	October 2012	10 April 2013	Staff	Translation by volunteers was one proposed method. Benefits and costs of translations need to be assessed and taking into account. Overview will be prepared by staff
10 th Anniversary ccNSO	Council and ccNSO appointed Board members committee, to organise festivities 10 th Anniversary ccNSO in June 2013	20 November	July 2013 (ICANN Durban meeting)	Chair (to be appointed)	Call for volunteers Appointment of Anniversary Committee 11 December 2012.