

IRT Meeting Date	Planned IRT Meeting Topic(s)	Summary/Action Items	Parallel Developments
13-Dec-16	(1) Policy Outline (IRT Feedback), (2) Operational Planning, (3) Project Plan Update	Materials provided to IRT prior to 23 November call. Goal--IRT buy-in on outline, staff to note suggested edits	
10-Jan-17	(1) Recruiting subteams; (2) Either WHOIS labeling/data escrow (to be incorporated into Policy, Section 2) or Section 1 Policy	ICANN will provide draft materials for review by the IRT prior to discussion	
24-Jan-17	(1) WHOIS labeling/data escrow and/or Section 1 Policy	ICANN will provide draft materials for review by the IRT prior to discussion	
7-Feb-17	WHOIS labeling/data escrow and/or Section 1 Policy	Goal--complete these deliverables by the close of this meeting; IRT must submit all feedback prior to this meeting in order for this milestone to be reached.	
21-Feb-17	Abuse reporting; Standard requirements for information requests (categories, information required, etc--this will likely become part of Section 2 of Policy, contactability)	ICANN will present text and any questions on abuse reporting prior to meeting; staff will also provide draft information request form for input and comments prior to this meeting	
7 March 2017 (Week before ICANN 58, likely canceled)			

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10 or 11 March 2017--Placeholder--possible face-to-face meeting before ICANN58	Agenda TBD by staff/IRT	ICANN will provide draft materials for review by the IRT prior to discussion; Discussion topics should be those that could most benefit from F2F discussion (likely LEA framework, transfers, finalization of information request and abuse reporting processes)	
12 March 2017 (ICANN58)	Two possible meetings--IRT working meeting and community progress update session	Goal--Finalize LEA framework, subgroup solution on Transfers; These deadlines can only be met if these documents are available for discussion and can be distributed to IRT at least one week prior to ICANN58; completion of these items will be impacted by any possible disagreement on the substance of these proposals	
21 March 2017 (Week after ICANN58)	Policy Section II (review text on topics discussed to date, as incorporated into draft Policy--Contactability (A), WHOIS labeling (B), Data Escrow (L), Transfers (I), Abuse Reporting (J))	Rate of IRT progression on Policy Section II will depend on the amount of discussion/any disagreement among the IRT, active participation by the IRT on all calls and on the list. ICANN will provide draft materials for review by the IRT prior to discussion	
4-Apr-17	Policy Section II: (C) WHOIS data reminders, (D) Data validation/verification, (E) customer agreements, and (F) Terms of Service	ICANN will provide draft materials for review by the IRT prior to discussion	
18-Apr-17	Policy Section II (Continued, subsections C, D, E, F)	Goal--obtain final IRT feedback on these topics so that final proposed text can be presented on next call; meeting this milestone will depend on active IRT participation and resolution of any issues	

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2-May-17	Policy Section II (Finalize subsections C, D, E, F); Relay/Reveal; UDRP Proceedings	Goal--IRT final buy-in on Policy Section II topics discussed to date; introduce new sections (text will be provided by ICANN staff prior to this meeting)	
16 May 2017 (Week after GDD Summit)	Relay/Reveal; UDRP Proceedings	Goal--obtain final IRT feedback on these topics (active IRT participation and resolution of any issues will impact this)	
30 May 2017 (day after Memorial Day)	IRT signoff on complete Section II	Active IRT participation and resolution of any issues will be required to meet this milestone.	
13-Jun-17	Best practices	Goal--obtain IRT buy-in on "best practices" section of Policy; Active IRT participation and resolution of any issues will be required to meet this milestone; ICANN will provide text prior to meeting	
27 June 2017 (During ICANN 59)		Meeting plan--community overview session on progress made to date, including completed LEA framework; This could be a good meeting to discuss operational overview of program	
11-Jul-17	IP Framework	Goal--discuss full draft IP disclosure framework (text to be provided prior to this meeting)	
25-Jul-17	IP Framework	Goal--obtain IRT buy-in on this section. Meeting this milestone will require active IRT participation and resolution of any issues or disagreement.	
8-Aug-17	Accreditation Program Operational Requirements/Processes	Staff will share details and relevant documentation prior to this meeting	
22-Aug-17	Operations (Continued)--Onboarding, Fees, Etc.	Goal is to discuss any questions/issues of disagreement with the goal of resolving any outstanding issues at next meeting	

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5 September 2017 (Day after Labor Day)	Operations (Continued)-- Onboarding, Fees, Etc.	Goal--obtain IRT buy-in on program processes and requirements. Meeting of this milestone will require active participation of IRT members during the meetings and on the email list. This milestone could be impacted if there is extended discussion or any disagreement surrounding these topics.	
19-Sep-17	Review: Full draft Policy	Goal--IRT buy-in to materials for public comment; prepare for posting for public comment by end of Sept; Dependencies-any/all subgroup work must be completed prior to this time in order for these items to be incorporated into this Policy for public comment; extended discussion or any issues/disagreement could impact timeline	
3-Oct-17	Draft v1 Accreditation Agreement	IRT to review draft accreditation agreement, provide feedback. Document to be provided prior to meeting.	Open: Public comment period on Policy
17 October 2017 (Week before ICANN 60, likely canceled)			Public comment period on Policy
ICANN60-Week of 20 October		Preliminary meeting plan--Community session providing overview of program progress to date, solicit community questions/feedback on Policy that is out for comment	Public comment period on Policy
31 October 2017 (week after ICANN 60)	Accreditation Agreement	Goal--obtain IRT buy-in on draft agreement. Meeting this milestone will require active IRT participation on calls and on list. Timeline could be impacted by any disagreement or unresolved issues.	End: Public comment period on Policy
14-Nov-17	Review of public comments on draft Policy v1	Staff to summarize input received for IRT prior to meeting	

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28-Nov-17	Review of public comments on draft Policy v1	Goal--to complete review of input and discuss next steps	
12-Dec-17	Review of public comments on draft Policy v1	Goal--finalize plans for next steps (and develop any edits based on public comments)	
9-Jan-18	Prepare full program materials for public comment	Meeting this milestone will require active IRT participation and discussion (and likely increased IRT work on the list as public comments are reviewed and proposed responses discussed)	
23-Jan-18	IRT signoff on all materials for public comment	Meeting this milestone will require active IRT participation and discussion (and likely increased IRT work on the list as public comments are reviewed and proposed responses discussed)	
6-Feb-18	Operational and Compliance preparedness	Staff to provide information to IRT about operational preparedness and development of Compliance program prior to meeting	Open: Public Comment forum 2--full program
20-Feb-18	Operational and Compliance preparedness	Continued discussion of operational and Compliance processes; Goal--IRT buy-in on these topics (will require active participation and discussion)	Open: Public Comment forum 2--full program
6 March 2018 (Week before ICANN61, likely canceled)			Open: Public Comment forum 2--full program
ICANN 61, week of 10 March 2018		Goal--community overview session; IRT working meeting--discuss public comments	Open: Public Comment forum 2--full program
20 March 2018 (Week after ICANN 61)	Public comments	Discuss public comments; summary to be provided prior to meeting	Close: Public comment forum 2

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3-Apr-18	Public comments	Discuss any possible changes in response to public comments	
17-Apr-18	Public comments	Finalize discussion of public comments; Obtain IRT buy-in on any final changes in response to comments (this will require active IRT participation on calls and the list)	
1-May-18	IRT work complete-- announce Final Policy and effective date	IRT work complete--announce Final Policy and effective date	IRT work complete--announce Final Policy and effective date
15-May-18			Education and outreach
29-May-18			Education and outreach
12-Jun-18			Education and outreach
19 June 2018 (ICANN62)	Educational outreach		
26-Jun-18			Education and outreach
10-Jul-18			Education and outreach
24-Jul-18			Education and outreach
7-Aug-18			Education and outreach
21-Aug-18			Education and outreach
4 September 2018 (day after Labor Day)	(Proposed) soft launch (Process to be discussed with IRT)--Policy goes into effect; Compliance enforcement will go into effect in January	Soft launch--Policy goes into effect; Compliance enforcement will go into effect in January	Soft launch--Policy goes into effect; Compliance enforcement will go into effect in January
18-Sep-18			
2-Oct-18			
16 October 2018 (Week before ICANN 63)			
ICANN 63-date TBD	Educational Sessions		
30 October (Week after ICANN 63, likely canceled)			
13-Nov-18			
27-Nov-18			
11-Dec-18			

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1-Jan-19	Compliance enforcement begins	Compliance enforcement begins	Compliance enforcement begins