

# GNSO2 Review Implementation Status Report

October 2017

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## Executive Summary

On 14 April 2016 the Generic Names Supporting Organization (GNSO) Council approved a [motion](#) to adopt the [GNSO Review Recommendations Feasibility and Prioritization Analysis](#). The ICANN Board of Directors [adopted](#) the [GNSO Review recommendations](#) on 25 June 2016. In its resolution the ICANN Board requested that the GNSO Council convene a group to oversee the implementation of the recommendations. The Board further requested that an implementation plan, containing a realistic timeline, definition of desired outcomes, and a way to measure current state as well as progress toward the desired outcome, be submitted to the Board no later than six months after the adoption of the Board's resolution, and the GNSO Council should subsequently provide a regular report on the progress of the implementation effort (see <https://www.icann.org/resources/board-material/resolutions-2016-06-25-en#2.e>).

The Generic Names Supporting Organization (GNSO) Council adopted the [Charter](#) of the GNSO Review Working Group during its meeting on 21 July 2016. This Working Group was tasked to develop an implementation plan for the [GNSO Review recommendations](#) which were [adopted](#) by the ICANN Board in June 2017. This [implementation plan](#) was adopted by the GNSO Council via a motion passed on 15 December 2016. See <https://community.icann.org/display/gnsocouncilmeetings/Motions+1+December+2016>. On 03 February 2017 the ICANN Board of Directors [adopted](#) the plan.

The GNSO Review Working Group is executing and overseeing the implementation of the GNSO Review recommendations. The Working Group was initiated on 15 March 2017 and has been meeting bi-weekly. The original suggested timeline for implementation has been adjusted to reflect the fact that the Implementation Plan was not adopted until 03 February 2017, and to reflect the Working Group's progress, but the overall goal for the implementation of all recommendations is unchanged. In fact, nearly all of the recommendations in Phase 1 were deemed to already have been implemented via previous activities. See the timeline below.

### Status Summary:

Phase 1: The Working Group agreed by full consensus that 9 out of 11 Phase I recommendations had already been implemented via previous work. The two remaining recommendations are pending evaluation of the Geographic Names Facilitated Session at ICANN59 and are expected to be completed in October 2017.

Phases 2 and 3: The Working Group has reviewed and discussed the implementation charters for the 5 Phase II Recommendations and 2 charters for recommendations moved from Phase 1 to Phase 2. Staff is combining recommendations 6, 33, (Phase 2) with 36 (Phase 3) as these all relate to diversity and thus are pending the recommendations from the Cross-Community Working Group Work Stream 2 Diversity Sub Team recommendations. The Working Group will begin discussion of Phase 3 recommendations in November 2017.

Notes concerning the timeline: 1) The timeline in the Implementation Plan was “Suggested Timeline”; 2) The timeline has been adjusted to reflect start on 15 March 2017 and actual progress; 3) The original timeline assumed more charters could be reviewed simultaneously than has been realistic for the Working Group as each Charter generally requires at least two meetings to discuss and then a 2-week Consensus Call.

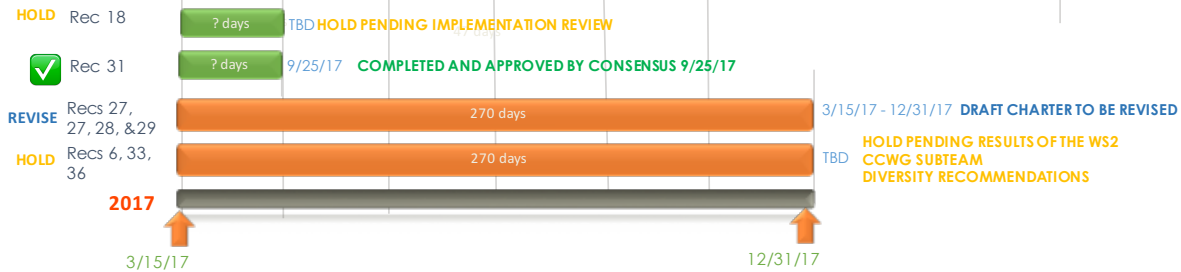
### Phase 1: Work Already Underway and Phase 2: High Priority Recommendations

REPORTS TO OEC AND GNSO COUNCIL: ICANN60 28 October – 03 November 2017; ICANN61 10-15 March 2018; 25-28 June 2018

#### PHASE 1: WORK ALREADY UNDERWAY



#### PHASE 2: HIGH PRIORITY RECOMMENDATIONS



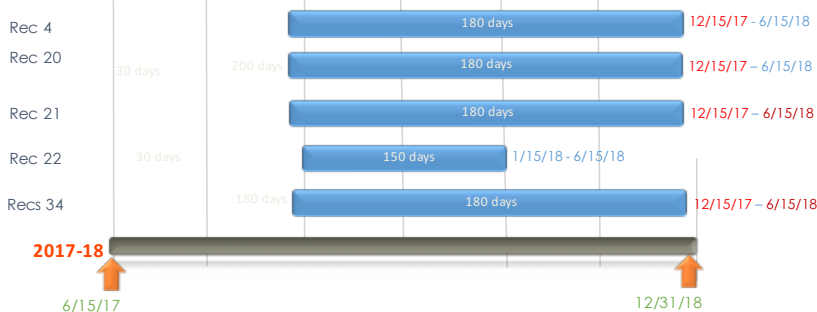
### Phase 3: Medium and Low Priority Recommendations

RED DATE = ADJUSTED SCHEDULE

#### Medium



#### Low



# 1. Recommendations Implemented To Date

## Phase 1: Work Already Underway

<b>Recommendation # 8</b>	
<b>Recommendation Description</b>	That Working Groups should have an explicit role in responding to implementation issues related to policy they have developed.
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	High
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 04 May 2017 that the recommendation had already been implemented with the publication of revised GNSO Operating Procedures on 24 June 2015.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 8 04 May 2017.pdf</a>

<b>Recommendation # 13</b>	
<b>Recommendation Description</b>	That the GNSO Council evaluate and, if appropriate, pilot a technology solution (such as Loomio or similar) to facilitate wider participation in Working Group consensus-based decision making.
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	Medium
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 27 July 2017 that the recommendation had already been implemented as there currently are technology solutions available and in use (Microsoft Word and Google Drive) to facilitate wider participation in Working Group consensus-based decision making.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 13 27 July 2017.pdf</a>

<b>Recommendation # 14 and # 15</b>	
<b>Recommendation Description</b>	<p>Recommendation 14: That the GNSO further explores PDP 'chunking' and examines each potential PDP as to its feasibility for breaking into discrete stages.</p> <p>Recommendation 15: That the GNSO continues current PDP Improvements Project initiatives to address timeliness of the PDP.</p>
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	Medium (14) and High (15)
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that these recommendations, as being part of Phase 1, were completed as work that was already underway. The Working Group agreed via full consensus on 204 May 2017 that the recommendations that the additional GNSO processes adopted on 24 June 2015, along with the current Working Group Guidelines and established practice constitute implementation of recommendation 14 on PDP 'chunking' and 15 on the timeliness of the PDP.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Recs 14&amp;15 04 May 2017.pdf</a>

<b>Recommendation # 16</b>	
<b>Recommendation Description</b>	That a policy impact assessment (PIA) be included as a standard part of any policy process.
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	High
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 29 May 2017 that the revised GNSO Operating Procedures v3.1, published on 16 February 2016, complete the implementation of recommendation 16.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 16 29 May 2017.pdf</a>

<b>Recommendation # 19</b>	
<b>Recommendation Description</b>	As strategic manager rather than a policy body the GNSO Council should continue to focus on ensuring that a Working Group has been properly constituted, has thoroughly fulfilled the terms of its charter and has followed due process.
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	Low
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 21 August 2017 that this recommendation has been implemented as there are comprehensive and clear existing guidelines to ensure that a Working Group has been properly constituted, has thoroughly fulfilled the terms of its charter and has followed due process.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 19 21 August 2017.pdf</a>

<b>Recommendation # 24 and # 25</b>	
<b>Recommendation Description</b>	<p><u>Recommendation 24</u>: That the GNSO Council and Stakeholder Groups and Constituencies adhere to the published process for applications for new Constituencies. That the ICANN Board in assessing an application satisfy itself that all parties have followed the published process, subject to which the default outcome is that a new Constituency is admitted. That all applications for new Constituencies, including historic applications, be published on the ICANN website with full transparency of decision-making.</p> <p><u>Recommendation 25</u>: That the GNSO Council commission the development of, and implement, guidelines to provide assistance for groups wishing to establish a new Constituency.</p>
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	Low
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that these recommendations, as being part of Phase 1, were completed as work that was already underway. The Working Group agreed via full consensus on 10 July 2017 that the current processes relating to Recommendation 24 are effective and accessible; and that the current processes address Recommendation 25 and that improvements to the guidance are not necessary; and that these recommendations have been implemented.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 24-25 10 July 2017.pdf</a>

<b>Recommendation # 30</b>	
<b>Recommendation Description</b>	That the GNSO develop and implement a policy for the provision of administrative support for Stakeholder Groups and Constituencies; and that Stakeholder Groups and Constituencies annually review and evaluate the effectiveness of administrative support they receive.
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	Low
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 31 August 2017 that this recommendation has been implemented as there is a current mechanism, the Annual Budget Review (ABR) Process, for the provision of administrative support for Stakeholder Groups and Constituencies; and that Stakeholder Groups and Constituencies can annually review and evaluate the effectiveness of administrative support they receive via the ABR process.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 30 31 August 2017.pdf</a>

<b>Recommendation # 31</b>	
<b>Recommendation Description</b>	That the GAC-GNSO Consultation Group on GAC Early Engagement in the GNSO Policy Development Process continue its two work streams as priority projects. As a part of its work it should consider how the GAC could appoint a non-binding, non-voting liaison to the Working Group of each relevant GNSO PDP as a means of providing timely input.
<b>Was Implementation Completed As Originally Planned? If not, Why Not?</b>	The implementation was completed as originally planned.
<b>If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"</b>	No material issues or difficulties were encountered.
<b>Prioritization</b>	Medium
<b>Implementation Timeline</b> (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 25 September 2017 that the recommendation is implemented via current mechanisms for the GAC to provide timely input to PDP Working Groups.
<b>Implementation Cost</b> (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
<b>Additional Comments</b>	None
<b>Implementation Steps</b> (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: <a href="#">IMPLEMENTED-GNSO Review Charter Rec 31 25 Sept 2017.pdf</a>

## 2. Upcoming Recommendations To Be Implemented

### Phase 1: Work Already Underway

Recommendation # 10 and 11	
<b>Recommendation Description</b>	<p><u>Recommendation 10</u>: That the GNSO Council develop criteria for Working Groups to engage a professional facilitator/moderator in certain situations.</p> <p><u>Recommendation 11</u>: That the face-to-face PDP Working Group pilot project be assessed when completed. If the results are beneficial, guidelines should be developed and support funding made available.</p>
<b>Prioritization</b>	Medium
<b>Dependencies</b>	Evaluation of the PDP Working Group Pilot Project. This is work in progress and will go back to the Council for approval, but could pass through this Working Group.
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Possible facilitator or moderator services.
<b>Budget Effects</b>	Depends on whether a PDP WG decides to engage a Facilitator/Moderator. There is no requirement for a PDP WG to do so.
<b>Implementation Timeline</b>	Work currently underway; Complete by October 2017
<b>Proposed Implementation Steps</b>	The Working Group notes that guidelines have not yet been developed for the use and application for F2F facilitated PDP Working Group meetings, although funding currently is being provided for requests for facilitated PDP sessions held during ICANN meetings, most recently for a professional facilitator for the Geographic Names sessions under the auspices of the GNSO PDP Working Group on New gTLD Subsequent Procedures at ICANN59, 26-29 June 2017. The Working Group will evaluate the results from the facilitated Geographic Names session and determine whether guidelines need to be developed for the use and application of facilitated PDP Working Group meetings, or whether current practice is sufficient to implement the recommendation.

## Phase 2: High Priority Recommendations

<b>Recommendation # 6, #33, and #36</b>	
<b>Recommendation Description</b>	<p><u>Recommendation 6</u>: That the GNSO record and regularly publish statistics on Working Group participation (including diversity statistics).</p> <p><u>Recommendation 33</u>: That Stakeholder Groups, Constituencies, and the Nominating Committee, in selecting their candidates for appointment to the GNSO Council, should aim to increase the geographic, gender and cultural diversity of its participants, as defined in ICANN Core Value 4.</p> <p><u>Recommendation 36</u>: That, when approving the formation of a PDP Working Group, the GNSO Council requires that its membership represent as far as reasonably practicable the geographic, cultural and gender diversity of the Internet as a whole. Additionally, that when approving GNSO Policy, the ICANN Board explicitly satisfy itself that the GNSO Council undertook these actions when approving the formation of a PDP Working Group.</p>
<b>Prioritization</b>	High (recommendation 6), Medium (Recommendation 33), Low (Recommendation 36).
<b>Dependencies</b>	The GNSO Review Working Group will likely need to await the results of the CCWG-Accountability Work Stream 2 sub group on diversity. Diversity subgroup is going through a second reading of its recommendations in two weeks. If approved it will be moved to public comments. Includes recommendations about data collection, metrics, and SO/AC groups. It will apply to the GNSO if it is approved as recommended. Timeline: Second reading in CCWG and if approved then staff will prepare it for public consultation for 40 days. Depending on comments the Subgroup may revise the recommendations. Final is sent to the full CCWG, which has its own timeline to check the consistency among the subgroup. Goal to complete is ICANN61.
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	No budget effects are anticipated.
<b>Implementation Timeline</b>	Goal for completion (see dependencies) June 2018

<p><b>Proposed Implementation Steps</b></p>	<p><u>Recommendation 6:</u></p> <ol style="list-style-type: none"> <li>1. The GNSO Review Working Group will direct staff gather the results of the CCWG-Accountability Work Stream 2 sub group.</li> <li>2. The GNSO Review Working Group to work with staff to develop a definition of diversity in the GNSO as well as metrics, and data collection guidelines that are consistent with ICANN efforts.</li> <li>3. Upon approval staff to collect and publish statistics.</li> </ol> <p><u>Recommendation 33:</u></p> <ol style="list-style-type: none"> <li>1. Staff will review Stakeholder Groups and Constituencies procedures to determine how these aim to increase the geographic, gender and cultural diversity of its participants in selecting candidates for the appointment to the GNSO Council.</li> <li>2. The GNSO Review Working Group to determine whether the existing Stakeholder Group and Constituency procedures are sufficient to complete implementation of this recommendation, or whether further steps need to be taken to meet the intent of the recommendation, such as ensuring procedures are consistent with the recommendations from the CCWG-Accountability Work Stream 2 sub group on diversity.</li> </ol> <p><u>Recommendation 36:</u></p> <ol style="list-style-type: none"> <li>1. That, when approving the formation of a PDP Working Group, the GNSO Council strive for its membership to be diverse and reflect demographic, cultural, gender and age diversity.</li> <li>2. When approving GNSO Policy, the Board should take into consideration if reasonable measures were taken to achieve such diversity.</li> <li>3. As noted above, the recommendation should be consistent with the recommendations from the CCWG-Accountability Work Stream 2 sub group on diversity.</li> </ol>
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Recommendation # 18	
<b>Recommendation Description</b>	That the GNSO Council evaluate post implementation policy effectiveness on an ongoing basis (rather than periodically as stated in the current GNSO Operating Procedures); and that these evaluations are analyzed by the GNSO Council to monitor and improve the drafting and scope of future PDP Charters and facilitate the effectiveness of GNSO policy outcomes over time.
<b>Prioritization</b>	High
<b>Dependencies</b>	Completion of the review of the Expired Registry Recovery Policy (ERRP)
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	None are anticipated.
<b>Implementation Timeline</b>	Upon completion of the review of the ERRP if the WG deems this a necessary dependency.
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff notes that the Global Domains Division, along with the Policy and Compliance Departments of ICANN, have a role in in terms of reviewing the effectiveness of Consensus Policies beyond Consensus Policy Effective Dates. These roles are outlined in GDD’s Consensus Policy Implementation Framework at: <a href="https://www.icann.org/en/system/files/files/gdd-consensus-policy-implementation-framework-31may15-en.pdf">https://www.icann.org/en/system/files/files/gdd-consensus-policy-implementation-framework-31may15-en.pdf</a>.</li> <li>2. Staff notes also that the Expired Registry Recovery Policy (ERRP) recommended a review of that policy. The WG could consider whether this recommendation could be revisited following the results of the ERRP Review as that is the first of the reviews to be performed.</li> <li>3. The GDD Consensus Policy Implementation Framework appears to complete the implementation of the recommendation, except with respect to this statement: “That the GNSO Council evaluate post implementation policy effectiveness on an <b>ongoing</b> [emphasis added] basis (rather than periodically as stated in the current GNSO Operating Procedures)”. Staff notes that the Working Party assigned the implementation level of “medium/hard” to this aspect of the recommendation, recognizing that it may not be feasible to implement “ongoing” reviews. The WG would separately consider whether this recommendation is feasible.</li> </ol>

<b>Recommendation # 26, # 27, # 28, and # 29</b>	
<b>Recommendation Description</b>	<p><b>Recommendation 26:</b> That GNSO Council members, Executive Committee members of Stakeholder Groups and Constituencies and members of Working Groups complete and maintain a current, comprehensive Statement of Interest on the GNSO website. Where individuals represent bodies or clients, this information is to be posted. If not posted because of client confidentiality, the participant's interest or position must be disclosed. Failing either of these, the individual not be permitted to participate.</p> <p><b>Recommendation 27:</b> That the GNSO establish and maintain a centralized publicly available list of members and individual participants of every Constituency and Stakeholder Group (with a link to the individual's Statement of Interest where one is required and posted).</p> <p><b>Recommendation 28:</b> That section 6.1.2 Membership of Chapter 6.0 Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines of the GNSO Operating Procedures be revised to clarify that key clauses are mandatory rather than advisory, and to institute meaningful sanctions for non-compliance where appropriate.</p> <p><b>Recommendation 29:</b> That Statements of Interest of GNSO Council Members and Executive Committee members of all Stakeholder Groups and Constituencies include the total number of years that person has held leadership positions in ICANN.</p>
<b>Prioritization</b>	High (Recommendations 26 and 27), Medium (Recommendation 29), Low (Recommendation 28)
<b>Dependencies</b>	Incorporate into Chapter 5.0 of the GNSO Operating Procedures and Chapter 6.0: Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines. Changes to GNSO Operating Procedures must be submitted for public comment. The comments may require adjustments to the modifications. In addition, the GNSO Council must vote to approve the changes via a motion.
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	No budget effects are anticipated.
<b>Implementation Timeline</b>	Work currently underway; goal for completion is December 2017

<p><b>Proposed Implementation Steps</b></p>	<p><u>Recommendation 26</u>: Currently Chapter 5.0 Statements of Interest states that the definition of a “Relevant Party” to which the requirements apply includes: “the GNSO Council, or a work team, working group, committee or other such policy development body formed by and under the supervision of the GNSO Council.” Thus, Executive Committee members of Stakeholder Groups and Constituencies are not included in the requirement to complete and maintain a current, comprehensive Statement of Interest on the GNSO website. In addition, the current Chapter 5.0 does not specifically state that where individuals represent bodies or clients, this information is to be posted. If not posted because of client confidentiality, the participant’s interest or position must be disclosed. Failing either of these, the individual not be permitted to participate. However, the Statement of Interest must provide the following information, “Are there any arrangements/agreements between you and any other group, constituency or person(s) regarding your participation as a work team member? Please answer “yes” or “no.” If the answer is “yes,” please describe the arrangements/agreements and the name of the group, constituency, or person(s).” The GNSO Review Working Group should review the current language and determine whether it should be revised. Per the recommendation, Chapter 5.0 would need to be revised to include “Executive Committee members of Stakeholder Groups and Constituencies” in the definition of “Relevant Party.” Staff can provide draft language for the Working Group to consider.</p> <p>SOIs of Council &amp; SG/C leadership are documented on the GNSO Site (links direct users to the GNSO Wiki).</p> <p>Working Group member SOIs are also stored on the GNSO Wiki:</p> <p>All SOIs - <a href="https://community.icann.org/display/gnsosoi/New+SOIs">https://community.icann.org/display/gnsosoi/New+SOIs</a></p> <p>Each WG maintains SOI links of participants.</p>
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<p><b>Proposed Implementation Steps, Cont.</b></p>	<p><u>Recommendation 27</u>: A centralized publicly available list of members and individual participants of every Constituency and Stakeholder Group (with a link to the individual’s Statement of Interest where one is required and posted) exists, however, members of SOs/ACs, SGs/Cs are not required to have SOIs unless participating in WGs and/or Leadership positions. The GNSO Review Working Group should consider where to include a requirement for such a list. For example, Chapter 6.0: Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines could be modified to include a requirement for Stakeholder Groups and Constituencies to provide access to ICANN to their membership lists for aggregating into a comprehensive central list. Staff can provide draft language for the Working Group to consider. Member’s lists of SO/ACs &amp; GNSO SGs/Cs have existed since at least FY15, if not earlier:</p> <p><u>Recommendation 28</u>: Section 6.1.2 Membership of Chapter 6.0 Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines of the GNSO Operating Procedures should be revised to clarify that key clauses are mandatory rather than advisory, and to institute meaningful sanctions for non-compliance where appropriate. Staff can provide draft language for the Working Group to consider.</p> <p>To a degree sanctions and compliance monitoring do exist:</p> <ul style="list-style-type: none"> <li>• Council &amp; SG/C Leadership – Admin Support maintain the GNSO site for leadership changes and will collaborate with individuals to have their SOIs complete upon changes to leadership. While the SG/C leadership SOI requirements in the Op Procs are not authoritatively defined, past leadership(s) have always completed SOIs as posted on the GNSO site.</li> <li>• WG Participation – at the start of each WG or new adds to existing WGs, members are required to meet SOI requirements for WG participation. After several weeks of non-compliance, a member will be reduced to observer until compliance is met. Lastly, each formal WG call or GNSO Council meeting, the first agenda item is to ask for any updates of SOIs.</li> </ul>
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<p><b>Proposed Implementation Steps, Cont.</b></p>	<p><u>Recommendation 29:</u> Current Statements of Interest of GNSO Council Members and Executive Committee members of all Stakeholder Groups and Constituencies do not include the total number of years that person has held leadership positions in ICANN. Per the recommendation, Chapter 5.0 Statement of Interest would need to be modified to include the requirement to provide the total number of years that person has held leadership positions. Staff can provide draft language for the Working Group to consider.</p> <p>Staff notes that this recommendation will be difficult to implement as the text is stated here. Perhaps staff can suggest, if there are changes to SOI forms, that a “Start Date” field be listed within the SOI. This way the system can calculate the total years from Current Date – Start Date = Current # of Years.</p> <p>General: Staff notes also that the SOI platform will migrate from the current wiki solutions to that of the Global Enrollment platform. This will allow for proper connection to individual’s profiles and when they enroll in WGs and better alignment of the SOI to the WG entry into the system. Unofficial target date for launch is FY19.</p> <p><b>Working Group Determination:</b></p> <p>The GNSO Review Working Group will review the proposed revisions and determine whether they implement the recommendations. If so the Working Group will direct staff to submit the modifications for public comment. Upon completion of the public comment process the Working Group will submit the modifications to the GNSO Council for consideration along with a draft motion.</p> <p>Current Status from 28 September 2017 Meeting: Recommendation 26: Staff (including ICANN Legal) to provide more input on what may be required for disclosure to fulfill the requirement in recommendation 26.</p> <p>Recommendation 27: Staff to investigate the feasibility of implementing this recommendation, and report back to the WG.</p> <p>Recommendation 28: Staff to review key clauses in section 6.1.2 of the GNSO Operating Procedures that may be necessary to understand changes necessary to implement this recommendation, and provide a draft markup to clarify what changes may be necessary</p> <p>Recommendation 29: Staff to provide a proposal on addition of a field in the SOI that lists past and current leadership positions, as well as a draft definition of "leadership position" - both to be reviewed by the WG.</p>
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## Phase 2: Medium and Low Priority Recommendations

### Medium:

Recommendation # 1, # 2, # 3	
<b>Recommendation Description</b>	<p><u>Recommendation 1</u>: That the GNSO develop and monitor metrics to evaluate the ongoing effectiveness of current outreach strategies and pilot programs with regard to GNSO Working Groups.</p> <p><u>Recommendation 2</u>: That the GNSO develop and fund more targeted programs to recruit volunteers and broaden participation in PDP Working Groups, given the vital role volunteers play in Working Groups and policy development.</p> <p><u>Recommendation 3</u>: That the GNSO Council reduce or remove cost barriers to volunteer participation in Working Groups.</p>
<b>Prioritization</b>	Medium
<b>Dependencies</b>	Some overlap with recommendations 12, and 34; definition and development of metrics.
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff Resources
<b>Budget Effects</b>	Determine whether increased staff resources are necessary as well as projected costs for the outreach program.
<b>Implementation Timeline</b>	Begin November 2017; goal for completion is September 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to provide an overview of current outreach strategies and pilot programs with regard to GNSO Working Groups.</li> <li>2. Following the review of this overview, the GNSO Working Group to work with staff to: <ul style="list-style-type: none"> <li>• Develop strategic goals, objectives, and KPIs. Develop measurements of the shared effectiveness between ICANN and community.</li> <li>• Develop an in-depth program with a stronger volunteer drive that includes metrics to capture volunteers based on outreach efforts.</li> </ul> </li> </ol> <p>Determine cost barriers and solutions.</p>

Recommendation # 7	
<b>Recommendation Description</b>	That Stakeholder Groups and Constituencies engage more deeply with community members whose first language is other than English, as a means to overcoming language barriers.
<b>Prioritization</b>	Medium
<b>Dependencies</b>	Rewording may need to be adjusted as it refers to the Working Group mentioned under <b>recommendation 35</b> , which was deemed impractical during feedback. Consultation with Stakeholder Groups and Constituencies. <b>Dependencies with Recommendations 6</b> -- definition of diversity, metrics, and data collection guidelines, <b>33, 35; 12 (re: real-time translation); and also possibly 1.</b>
<b>Who Will Implement?</b>	Stakeholder Groups and Constituencies
<b>Resource Requirements</b>	Community volunteer and staff resources
<b>Budget Effects</b>	Depends on the solution; costs could be high
<b>Implementation Timeline</b>	Begin November 2017; goal for completion (noting dependencies) is September 2018.
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to provide an overview and cost-benefit analysis of existing measures to overcome language barriers.</li> <li>2. Based on its review of these existing measures and the cost-benefit analysis, the GNSO Review Working Group to work with staff to develop possible solutions to reduce language barriers.</li> </ol>

Recommendation # 5 and # 9	
<b>Recommendation Description</b>	<u>Recommendation 5</u> : That, during each Working Group self-assessment, new members be asked how their input has been solicited and considered. <u>Recommendation 9</u> : That a formal Working Group leadership assessment program be developed as part of the overall training and development program.
<b>Prioritization</b>	Medium
<b>Dependencies</b>	Modify Working Group Self-Assessment Survey and include leadership assessment.
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	Determine whether increased staff resources are necessary
<b>Implementation Timeline</b>	Begin December 2017; goal for completion June 2018

<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to provide the GNSO Review Working Group with a proposed modification of the Working Group Self-Assessment Survey to include a) new questions on how Working Group member input has been solicited and considered and; b) a new assessment survey for Working Group leadership.</li> <li>2. Based on the proposed modifications the GNSO Review Working Group to determine if revisions are necessary to the GNSO Working Group Guidelines and, if so, draft them for public comment and then present them for approval to the GNSO Council.</li> </ol>
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<b>Recommendation # 12</b>	
<b>Recommendation Description</b>	That ICANN assess the feasibility of providing a real-time transcription service in audio conferences for Working Group meetings.
<b>Prioritization</b>	Medium
<b>Dependencies</b>	Need to determine feasibility and cost
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	Cost could be significant; analyze costs from ALAC work already underway.
<b>Implementation Timeline</b>	Begin December 2017; goal for completion June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to review work already done in the ALAC in relation to this topic and propose possible approaches for the GNSO, including an analysis of costs versus benefits, and present this to the GNSO Review Working Group.</li> <li>2. The GNSO Review Working Group to analyze the review and possible approaches and determine recommended approaches to the GNSO Council.</li> </ol>

<b>Recommendation # 17</b>	
<b>Recommendation Description</b>	That the practice of Working Group self-evaluation be incorporated into the PDP; and that these evaluations should be published and used as a basis for continual process improvement in the PDP.
<b>Prioritization</b>	Medium
<b>Dependencies</b>	Modify the PDP manual to include Working Group self-evaluation.
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	No budget effects are anticipated.
<b>Implementation Timeline</b>	Begin November 2017; Goal to complete February 2018

<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. The GNSO Review Working Group to review current procedures for self-evaluation in the PDP Working Group Guidelines and will work with staff on possible modifications, which will be published for public comment and then provided to the GNSO Council for approval.</li> <li>2. Following GNSO Council approval, staff to amend the GNSO Operating Procedures with the new revisions.</li> <li>3. The GNSO Review Working Group will determine whether this recommendation has been implemented.</li> </ol>
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<b>Recommendation # 35</b>	
<b>Recommendation Description</b>	That the GNSO Council establish a Working Group, whose membership specifically reflects the demographic, cultural, gender and age diversity of the Internet as a whole, to recommend to Council ways to reduce barriers to participation in the GNSO by non- English speakers and those with limited command of English.
<b>Prioritization</b>	Medium
<b>Dependencies</b>	<p><b>Develop and Gather Metrics:</b> Metrics needed at Stakeholder Group/Constituency, Working Group, and Council levels on what people feel are the key metrics that matter on supporting diversity commitment.</p> <p><b>Data Storage Considerations:</b> How would the data be stored? Under what privacy policy?</p> <p><b>Feasibility of Real-Time Translation:</b> So long as PDP calls are in English and convenient to specific time zones, current meeting procedures and tools may discourage diverse participation. Actions such as translations of calls need to be put in place to encourage diverse participation.</p> <p><b>Dependencies with Recommendations 6 (which must first be implemented) and 33; 12 (re: real-time translation); and also possibly 1.</b></p>
<b>Who Will Implement?</b>	GNSO Council with staff support
<b>Resource Requirements</b>	Staff and community volunteer resources
<b>Budget Effects</b>	Depends on level of data collection and also cost of real time translation
<b>Implementation Timeline</b>	Begin January 2018; goal to complete June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to review ongoing efforts in relation to the same subject to determine whether a separate Working Group is needed. Staff should ensure that any new effort is coordinated with the work that has been done by the CCWG-Accountability Work Stream 2 subgroup on diversity.</li> <li>2. If it is determined that a new Working Group would not duplicate existing efforts, the GNSO Council should establish a charter drafting team for the Working Group, which would be linked to the outcome of diversity subgroup.</li> <li>3. Upon approval of the Charter staff will issue a call for volunteers.</li> </ol>

**Low:**

<b>Recommendation # 4</b>	
<b>Recommendation Description</b>	That the GNSO Council introduce non-financial rewards and recognition for volunteers.
<b>Prioritization</b>	Low
<b>Dependencies</b>	None
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	None
<b>Implementation Timeline</b>	Begin December 2018; goal for completion June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to provide an overview of existing non-financial rewards and recognition for volunteers as well as suggestions for non-financial rewards and recognition to the GNSO Review Working Group for consideration.</li> <li>2. GNSO Review Working Group to assess the overview as well as suggestions made and determine what steps are to be taken next, subject to GNSO Council agreement.</li> </ol> <p>NOTE: It may be that the existing Community Recognition Program addresses this recommendation.</p>

<b>Recommendation # 20</b>	
<b>Recommendation Description</b>	That the GNSO Council should review annually ICANN's Strategic Objectives with a view to planning future policy development that strikes a balance between ICANN's Strategic Objectives and the GNSO resources available for policy development.
<b>Prioritization</b>	Low
<b>Dependencies</b>	None
<b>Who Will Implement?</b>	GNSO Council
<b>Resource Requirements</b>	GNSO Council Resources
<b>Budget Effects</b>	No budget effects are anticipated
<b>Implementation Timeline</b>	Begin December 2018; goal for completion June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. The GNSO Review Working Group to review if/how the GNSO Council has done this to date, if at all.</li> <li>2. Based on the outcome of the review, the GNSO Review Working Group to work with staff to develop a light-weight process for the GNSO Council to participate in the development of ICANN's Strategic Objectives and guidance for planning future policy development that aligns the Strategic Objectives with GNSO resources.</li> </ol>

<b>Recommendation # 21</b>	
<b>Recommendation Description</b>	That the GNSO Council should regularly undertake or commission analysis of trends in gTLDs in order to forecast likely requirements for policy and to ensure those affected are well-represented in the policy-making process.
<b>Prioritization</b>	Low
<b>Dependencies</b>	<p><b>Develop staff briefings:</b> Aiming for the GNSO to be better informed on policy discussions. GNSO should consider working with staff to ensure that adequate briefings are provided on work being done, as opposed to the GNSO undertaking or commissioning the work itself. General information about the elements of the gTLD space regardless of what PDP happens to be taking place at the time would be valuable general information and knowledge sharing for the GNSO community.</p> <p><b>Consider recommendations of the Data and Metrics for Policy-Making (DMPM) Working Group:</b> There is a lot of information out there which may generate empirical data that will help inform the community. Concern with the recommendation is that it effectively creates a commitment on the part of the GNSO Council, which was not supported by the study conducted by Westlake. Recommendation is not about studies to help inform PDPs, but rather to forecast the need for future PDP work. There have been a number of studies in the past that have informed PDPs.</p>
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	No budget effects are anticipated
<b>Implementation Timeline</b>	Begin December 2017; goal for completion June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to work with the GNSO to institute methods of information sharing of highly relevant research related to gTLDs to help the GNSO community members increase their knowledge base and ability to analyze potential impact (low priority)". These could, for example, include regular staff briefings, implementing the recommendations of the DMPM Working Group, and CCT-RT data.</li> <li>2. The GNSO Review Working Group to develop a timeline for reporting on a recurring basis. This timeline could include regular reporting/updating to the GNSO Council at every ICANN meeting as a status report to the GNSO, and as an item on the GNSO Council meeting agenda.</li> </ol>

<b>Recommendation # 22</b>	
<b>Recommendation Description</b>	That the GNSO Council develop a competency-based framework, which its members should use to identify development needs and opportunities.
<b>Prioritization</b>	Low
<b>Dependencies</b>	None
<b>Who Will Implement?</b>	GNSO Council and staff
<b>Resource Requirements</b>	GNSO Council and staff
<b>Budget Effects</b>	Depends on the training options
<b>Implementation Timeline</b>	Begin January 2018; goal for completion June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. Staff to provide an overview of the available training and skills development mechanisms.</li> <li>2. Based on a review of the overview, the GNSO Review Working Group to work with staff to develop a competency framework implementation plan.</li> </ol>

<b>Recommendation # 34</b>	
<b>Recommendation Description</b>	That PDP Working Groups rotate the start time of their meetings in order not to disadvantage people who wish to participate from anywhere in the world.
<b>Prioritization</b>	Low
<b>Dependencies</b>	Test with existing Working Groups for effectiveness
<b>Who Will Implement?</b>	Staff
<b>Resource Requirements</b>	Staff resources
<b>Budget Effects</b>	No budget effects are anticipated
<b>Implementation Timeline</b>	Begin December 2017; goal for completion June 2018
<b>Proposed Implementation Steps</b>	<ol style="list-style-type: none"> <li>1. The GNSO Review Working Group to develop a definition of effectiveness, taking into consideration such criteria as participation, time standardization (e.g. UTC), and regional neutrality.</li> <li>2. Staff to review GNSO Working Groups where rotations are used and provide indication of effectiveness.</li> <li>3. Staff to provide this review to the GNSO Review Working Group for its consideration.</li> <li>4. The GNSO Review Working Group to determine whether this recommendation has been implemented or whether further work needs to be undertaken to meet the intent of this recommendation.</li> </ol>