

## Second IANA Naming Function Review (IFR2) Meeting 20

3 September 2024 | 11:00 UTC

### Meeting Wiki:

<https://community.icann.org/pages/viewpage.action?pageId=350584936>

<b>Review Team Members and Liaisons:</b> Alan Barrett, Ashley Heineman, Brett Carr, Carlton Samuels, Ching Chiao, Edowaye Makanjuola, Jonathan Robinson, Lars-John Liman, Marilia Hirano, Olga Cavalli, Rafik Dammak, Rick Wilhelm, Sami Ali, Steve Conte	<b>Observers:</b> N/A
<b>Apologies:</b> Jennifer Bryce	<b>ICANN Org:</b> Brenda Brewer, Elizabeth Garber (technical writer), Reda Josifi

These high-level notes are designed to help people to navigate through the content of the call. They are not meant to be a substitute for the meeting recording, which can be accessed directly via this [link](#), or on the wiki page linked above.

### Decisions Made:

- The review team will meet in person and hold a working session at ICANN81. The working session will be open to observers.
- Rick and Jonathan will give a short presentation with updates/outreach to each of the two key customer constituencies.

### Action Items:

- ICANN support team to schedule a session for ICANN81 and work with the secretariat liaison to schedule the short session presentations for customer constituencies. ICANN to advertise the session in advance via email.
- Rick and Jonathan to put together presentation slides for the update/outreach sessions with the two customer constituencies. IFR2 review team to help with talking points.
- PTI/Marilia to provide more information on Article IX, Section 9.3: Transition (see row 54 in the [workbook](#)).
- ICANN support team to email homework assignment to the review team.

### Agenda Item #1: Welcome, Roll Call, SOI updates

- No SOI updates were offered.

### Agenda Item #2: Action Items (all action items tracked in the Google sheet linked [here](#))

Reference	Date	Action item	Status
19-01	20 August 2024	ICANN support team to put together a task list of remaining items that need to be completed before the end of the project.	Development of the <a href="#">list</a> is complete.  Outstanding: Staff will work with leadership on a prioritization

			exercise and developing a revised project schedule based on outstanding tasks to be completed.
19-02	20 August 2024	ICANN support team to email homework assignment to the review team. The team should read the Implementation report of IFR1 recommendations.	Complete upon distribution of 3 September agenda.
19-03	20 August 2024	Marilia to provide the IFR2 review team with reports from the last three months of the Customer Satisfaction Survey, the post ticket survey, with a brief description of what it measures, and the last three months of the response rate satisfaction. Marilia to also provide the review team with the links to the Annual Survey from previous years.	Complete.  Marilia shared with the team <a href="#">via email</a> on 23 August 2024. This information is ready for team review as a future homework assignment and discussion at a future meeting.
07-01	4 March 2024	As follow up from the 6 March CSC briefing: Co-chairs to consider formally asking the CSC liaison if there is anything they would like to bring to the attention of the IFR2.	Ongoing - On hold for future consideration, once the IFR2 gets to a place in its work where it feels it can phrase the question most meaningfully.

**Agenda Item #3: Are there other ways we can better connect with direct customers that we have not considered, beyond a public comment on the draft report?**

- For example, reaching out to gTLDs and ccTLDs to ask if there’s anything they’ve noticed to bring to our attention?
- If we were to do proactive outreach, what vehicle might we use?
- Decisions captured above.

**Agenda Item #4: ICANN81 (Istanbul, 9 – 14 November 2024)**

- Should we utilize the face-to-face time for a working session that could be combined with a community update on review progress?
- Should we consider incorporating an engagement piece to this session (for example, are there 1-2 specific questions we could socialize in advance with specific customer groups?)?
- Decisions captured above.

**Agenda Item #5: Begin working through topics beyond the ‘nice to have’ that were identified to revisit during initial contract review.**

- a. Article IV, Section 4.1: Designation (see row 11 in the [workbook \[docs.google.com\]](#))
  - b. Article VIII, Section 8.1: Complaint Resolution Process (see row 48 in the [workbook \[docs.google.com\]](#))
  - c. Article IX, Section 9.3: Transition (see row 54 in the workbook)
  - d. Annex A, 2(b): Service Levels (see row 103 in the [workbook \[docs.google.com\]](#))
  - e. Annex A, 4 (i) (1) (a): Interface Basic Functionality (see row 136 in the [workbook \[docs.google.com\]](#))
- Discussion was captured in the [outstanding task list](#) document.

**Agenda Item #6: Time permitting standard agenda item: Check in with [outstanding task list](#).**

- Discussion was captured in the [outstanding task list](#) document.
- The review team did not finish this agenda item. The review team will pick up with **Annex A, 2(b): Service Levels (see row 103 in the [workbook \[docs.google.com\]](#))** on 17 September.

**Agenda Item #7: Agree on next steps**

- Next meeting 17 September @ 18:00 UTC.
- Homework assignment to be confirmed and distributed via email.

**Agenda Item #6: AOB, close**

- No AOB was discussed.