

# **ASO AC Workplan 2024**

## **Appoint the ASO AC Chair and Vice Chairs - January**

Following ASO AC Procedures – Appoint the ASO AC Chair. This should be completed prior to the commencement of the January teleconference.

At the January ASO AC meeting, the newly elected Chair shall appoint two ASO AC members to be Vice Chairs.

The Secretariat will update all appropriate mailing lists and notify the NRC EC, as well ICANN and RIR staff, as required.

## **Adopt the ASO AC Work Plan - January**

In January, adopt the work plan for the year. The work plan should have been drafted by a volunteer selected at the end of the previous year.

## **ASO AC Meetings – January to March**

At the January ASO AC meeting, confirm the proposed teleconference and in-person schedule for the year.

If an in-person meeting is to be held, create a schedule based on the forum. These could include information sessions specific to the ASO AC, ICANN board session, PTI session, Global Policy, procedural review etc.

If it is not possible to have an in-person meeting, a virtual meeting should be scheduled in place of the in-person.

## **RIR Meetings – All Year**

Provide updates to the RIR community, during RIR meetings, through ASO AC activity reports. The reports should be updated as required through the year.

## **Formation of the Policy Proposal Facilitator Teams (PPFT) - January**

During the January teleconference confirm the PPFT members from each Region.

Review the process to track and define a “global policy”.

## **Review of ASO AC Material – January to March**

At the beginning of the year review the lists of subscribers, update as required for the private lists.

ASO AC members should review their personal profiles published on the ASO website. The profile should include a brief biography including employment and volunteer affiliations.

Review the current ASO AC Operating Procedures and if changes are required, follow the existing procedures for updating the Operating Procedures:

Determine if additional review of mailing lists, wiki, website, policies, subscription guidelines, etc. should be done.

## **Appointments – All Year**

### **ICANN Board Selection**

The ASO AC will identify the timeline and workplan, during the March in-person meeting or teleconference, that will be used for the Board Selection process, as described in Section 9 of the ASO AC Procedures.

### **Appoint to the ICANN NomCom**

The ASO AC will identify the timeline and workplan, during the February teleconference, that will be used for the ICANN NomCom selection process, as described in Section 7 of the ASO AC Procedures.

Additionally, the ASO AC will perform outreach to seek candidates for the ASO representative to the ICANN NomCom.

The ASO AC Chair will request guidance from the ICANN NomCom regarding timeline and provide that prior to the timeline being finalized.

### **Appointment Review**

At the end of an appointment term, or in November, if the term is ongoing, the ASO AC should review all the ASO AC appointments made to different ICANN committees and working groups.

The review should address if the appointment is still required and in scope.

## **Global Policy – All Year**

Participate in RIR Global policy process and tracking of ongoing Global Policy Proposals (GPPs) (if any):

The PPFT will help the ASO AC determine if an RIR policy proposal can potentially be a GPP. If so, the PPFT will track the proposal through each region's PDP and produce a report for the ASO AC to help assess if the requirements are met.

## **Workplans and Review – November to December**

At the November teleconference:

Call for an AC member to volunteer to prepare the Activity Review of the work that was accomplished during the current year. The draft should be circulated prior to the December meeting for comments and discussion.

Call for an AC member to volunteer to draft the ASO AC Work Plan for the following year. The draft should be circulated in December for consideration and adoption in January.

Call for an AC member to volunteer to draft the ASO AC Transparency Review. The ASO AC should also have a discussion on what improvements can be made with the transparency of the ASO AC in terms of meetings (full, subgroup/committees), mailing list, etc.

## **End of Year - November**

Prior to the end of the year the ASO AC should:

Set the date and time for the January meeting  
Have a timeline for the Chair Appointment  
Provide a draft meeting schedule for the following year