

## **Request for PDP-WT Face-to-Face Meeting Updated 3 December 2009**

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### **What**

- The PDP-WT is requesting that ICANN supports the organization of a face-to-face meeting with the aim to finalize discussions and agree on the overall recommendations and proposed changes to the ICANN by-laws in order to implement the new GNSO Policy Development Process.

### **Why**

- The review of the Policy Development Process is complex, involving many different issues and considerations. The PDP-WT has taken the approach of dividing the new PDP into 5 different stages, in addition to a number of overarching issues that have been identified. The PDP-WT has been working through each of these stages individually, but putting all the pieces of the puzzle together and coming to consensus on a new PDP, including recommended changes to the ICANN by-laws will require a longer, consecutive discussion that is only possible during a face-to-face meeting.
- At the wrap-up session in Seoul, there was general agreement that the completion of the GNSO Improvements process should be a priority. The PDP-WT has taken this to heart and has developed an ambitious timeline (see below), which aims to have a proposal available for discussion at the ICANN meeting in Kenya. However, without a face-to-face meeting, it is likely that this timeline will slip significantly.

### **Who**

- The PDP-WT is requesting travel funding for the PDP-WT Chair, one representative per stakeholder group in the contracted party house, one representative per constituency in the non-contracted party house and one ALAC liaison, provided that those proposed to receive funding have been active members of the PDP-WT and have specific expertise and knowledge of the PDP that will help to make the face-to-face meeting as effective as possible. The PDP-WT understands that there might be exceptions to these requirements due to turnover of WT members, but it is the expectation that those that do not meet the above mentioned criteria demonstrate their interest and commitment to catching up on the previous discussions and documents to ensure a fruitful participation. It is the expectation that those receiving funding will do their utmost to meet the deadlines set out in the timeline (see below). In addition, ICANN policy staff supporting the PDP-WT will be in attendance.
- It is important to note that remote participation facilities will be made available to ensure that those that are not able to attend in person will be able to participate remotely

Constituency / Stakeholder Group / AC	Proposed Funded Participant	Travelling from	Meetings Attended <sup>1</sup>	Surveys Completed <sup>2</sup>
Chair of the WT	Jeff Neuman	Washington DC	19	1
Registry Stakeholder Group	David Maher	United States (Chicago)	14	0
Registrar Stakeholder Group	James Bladel / Paul Diaz (TBC)	United States (Iowa / DC)	19/18	3/3
CBUC	Liz Williams	London, UK	2	2
IPC	Brian Winterfeldt	Washington DC	8	2
ISP	Wolf-Ulrich Knoblen	Germany	13	3
NCSG	Alex Gakuru	Nairobi, Kenya	1 <sup>3</sup>	0
ALAC	Alan Greenberg	Canada (Montreal)	14	2

See Annex A for further details on participation.

#### How

- The approach of the WT has been to divide the new PDP into five different stages. It is the objective to complete the breakdown, discussions and survey for each individual stage prior to the face-to-face meeting so that a rough understanding and outline of the new PDP can be the starting point for the face-to-face discussion with the objective to bring all the pieces of the puzzle together, build the new PDP, agree on the overarching issues such as timing and translation, as well as reaching agreement on the proposed changes to Annex A of the ICANN by-laws. To this end, the PDP-WT has developed an ambitious timeline with clear objectives, deliverables and deadlines (see Annex A).

#### When

- A poll among the PDP-WT members has indicated 18-19 January as the preferred dates for a face-to-face meeting.

#### Where

- Based on the initial feedback received on who would be participating and/or requesting funding, the most cost-efficient meeting location would be on the US East Coast (most likely Washington DC).

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<sup>1</sup> Until 3/12, does not include PDP-WT meeting in Seoul

<sup>2</sup> Three surveys have been conducted to date

<sup>3</sup> Joined PDP-WT after ICANN meeting in Seoul

## Background Information

The PDP-WT started its deliberations in February 2009 with as its task the review and development of a new GNSO Policy Development Process. In addition to the complex discussions, the PDP-WT has suffered from limited attendance and participation, which has resulted in slow progress. However, with the new Council taking its seat in Seoul, the PDP-WT considers it imperative to speed up the process and come to a timely agreement on the new Policy Development Process. In dialogue with ICANN policy staff, the PDP-WT considered that the organization of a face-to-face meeting would be the most efficient and effective means to bring this process to a timely closure.

It is worth pointing out that following the finalization by the PDP-WT, the recommendations need to be reviewed by the PPSC as well as the GNSO Council. It is the hope of the PDP-WT that by facilitating the participation of the different stakeholder groups and constituencies in the face-to-face meeting, those representatives participating will aid the communication to and acceptance of the new PDP by the PPSC and GNSO Council down the road by being in a position to explain how and why the PDP-WT came to the recommendations it did.

## Proposed Approach

The approach of the WT has been to divide the new PDP into five different stages and:

- Breakdown of each stage into different phases & questions
- Weekly calls to discuss each stage and address questions
- On-line survey for each stage to allow for input from all WT members
- Report for each stage, incl. draft recommendations
- Incorporate all stages + overarching issues in new PDP

To date, the following progress has been made:

	Breakdown of stage	Discussion by WG	On-line Survey	Draft Report
Planning and Initiation of Issues Report	√	√	√	√
Proposal Review and Initiation of PDP	√	√	√	√
Working Group	√	√	√	
Voting and Implementation	√			

In addition, the WT will need to address the overarching issues, which include timing, translation and definitions.

It is the objective to complete the breakdown, discussions and survey for each individual stage prior to the face-to-face meeting so that a rough understanding and outline of the new PDP can be the starting point for the face-to-face discussion with the objective to bring all the pieces of the puzzle together, build the new PDP, agree on the overarching issues such as timing and translation, as well as reaching agreement on the proposed changes to Annex A of the ICANN by-laws. To this end, the PDP-WT has developed an ambitious timeline with clear objectives, deliverables and deadlines (see Annex A).

Remote facilities will be available for those that are not able to attend the meeting in person, but would like to participate in the discussions. In addition, it is important to emphasize that all recommendations and agreements resulting from the face-to-face meeting will be shared with all members of the PDP-WT for their input and feedback, before any final decision on the recommendations for the new PDP will be taken.

**Proposed Timeline**

Target Date	What	Who	Status
19 November	Distribution of draft report and recommendations for stage I and II	ICANN staff	Done
25 November	Deadline for completing the survey on stage IV	All	Done
30 November	Open survey for stage IV	ICANN staff	Done
2 December	Review of draft report and recommendations for stage I and II	All	
3 December	Meeting of the PDP-WT – Review and discussion on draft report and recommendations for stage I and II & Discuss Stage IV Questions	All	
4 December	Distribution of draft report and recommendations for stage I, II and III	ICANN staff	
8 December	Distribute proposed issues and questions for stage V	ICANN staff	
9 December	Deadline for completing the survey for stage IV	All	
10 December	Tentative meeting of PDP-WT	All	

	(Potential topic: Discuss Stage IV and/or V Questions)		
16 December	Review of draft report and recommendations for stage I, II and III & issues / questions for stage V	All	
17 December	Meeting of the PDP-WT – Review and discussion on draft report and recommendations for stage I, II and III & Discuss Stage V	All	
18 December	Open survey for stage V	ICANN staff	
18 December	Distribution of draft report and recommendations for stage I, II, III and IV		
4 January	Deadline for completing the survey for stage V	All	
6 January	Review of draft report and recommendations for stage I, II, III and IV	All	
7 January	Meeting of the PDP-WT – Review and discussion of draft report and recommendations for stage I, II, III and IV & Discussion on overarching issues	All	
11 January	Distribution of draft report for stage I, II, III, IV and V	ICANN staff	
18 / 19 January	Tentative Face-to-Face Meeting of the PDP-WT – Bring recommendations and discussions from all stages together to reach consensus on the new PDP, incl. overarching issues		
28 January	Distribution of draft Final Report on the new PDP (incorporating the report and recommendations for all stages as well as proposed by-law changes and overall design of PDP)	ICANN staff	
4 February	Meeting of the PDP-WT – Review and discussion of draft Final Report	All	
14 February	Deadline for comments to the draft Final Report	All	

15 February	Publication of Final Report for review and discussion at the ICANN Meeting in Nairobi	ICANN staff	
7-12 March	ICANN meeting in Nairobi – Presentation of Report to the ICANN Community and PPSC		
15 March	Opening of Public Comment Period		
15 April	Closing of Public Comment Period		
22 April	Meeting of the PDP-WT – Review and discussion of public comments received		
30 April	Revise Final Report, if appropriate, and submit to PPSC		

# PPSC Policy Development Process

Participants			19/03	3/04	14/04	23/04	30/04	14/05	29/05	11/06	9/07	23/07	30/07	6/08	27/08	10/09	24/09	1/10	8/10	15/10	19/11	3/12	Total Calls Attended	
1	Alan Greenberg	ALAC	1	1	1	1	1			1			1	1		1	1	1		1	1	1		14
1	Cheryl Langdon-Orr	ALAC	1																					1
1	Marilyn Cade	Indiv.	1		1		1	0		0	1	1		0					0	1	0			6
1	Bertrand de la Chapelle	Indiv.	0	1	1	0				1		1	0											4
1	Sophia Bekele	Indiv.	0		1	0	1	1					1	1							0			5
1	Alex Gakuru	NCSG																				1		
1	Avri Doria	NCSG						0				1	0	1			0			1		0		3
<b>7</b>	<b>Sub-Total...</b>	<b>Others</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>2</b>		<b>33</b>
Mike																								
1	Mike Rodenbaugh	CBUC	1	1	1			1	1	1						1		1	0					8
1	Liz Williams	CBUC	0	0	1	1	0	0													0			2
<b>2</b>	<b>Sub-Total...</b>	<b>Business</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>10</b>
Brian																								
1	Brian Winterfeldt	IPC	0	1	0	0			1	0	0	0			1	1	1	1	1		0	1		8
1	Kristina Rosette	IPC	1	0				0		0			0	0										1
1	Zbynek Loebel	IPC				0	1			0								0						1
<b>3</b>	<b>Sub-Total...</b>	<b>IPC</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>		<b>10</b>

1	Wolf Ulrich																							
1	Knoben	ISP	1	1	1	0	0	1	1	0	1	1				1	1	1	1	0	0	1	1	13
1	Greg Ruth	ISP							1															1
	Jaime																							
1	Wagner	ISP		1																				1
<b>3</b>	<b>Sub-Total...</b>	<b>ISP</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>15</b>	
1	Gabriel																							
1	Pineiro	NCUC					1								1	1	1	1	1	1			7	
1	Robin Gross	NCUC																	1					1
<b>2</b>	<b>Sub-Total...</b>	<b>NCUC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>		
1	Paul Diaz	Registrar	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	1	1	1	0	1		18
1	James Bladel	Registrar	1	1	1	1	1	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1		19
	Jean																							
	Christophe																							
1	Vignes	Registrar	1	0	0	0	1			0														2
	Tatyana																							
1	Khramtsova	Registrar												1	1	1	1	1	1	1	1	1	9	
<b>4</b>	<b>Sub-Total...</b>	<b>Registrars</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>48</b>	
1	Jeff Neuman	Registries	1	1	1	1	1	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	19	
1	David Maher	Registries	1	1	1		1	1	1		1		1	1	1	1	1	1	0	0	0	1	14	
<b>2</b>	<b>Sub-Total...</b>	<b>Registries</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>33</b>	
<b>2</b>	<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>		<b>1</b>											<b>1</b>						
<b>2</b>	<b>Participants</b>		<b>1</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>8</b>	<b>0</b>	<b>7</b>	<b>8</b>	<b>5</b>	<b>9</b>	<b>156</b>	
	<b>TOTAL No. Calls</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>20</b>	
1	Glen de Saint Gery	Staff	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1			1	1	1	18	



