

Guidelines selection procedure for ICANN Board seats 11 and 12.

Approved June 2008

1. Summary

Only ccNSO members will be eligible to nominate or second a candidate for seat 11 or 12 on the ICANN Board, in accordance with the time line established by the ccNSO Council. Only ccNSO members will be eligible to vote in the election of a candidate. The list of Nominees will be ratified by the Election Manager to be appointed by the ccNSO Council.

In the event two or more candidates are nominated, an election by the members of the ccNSO will be conducted. The voting will be by secret email ballot, that is, the ballot is identified only by a code and not by a name. The email voting will be ratified by the Election Manager to be appointed by the ccNSO Council for each selection process.

The Election manager informs the chair of the ccNSO Council in writing on the outcome of the Nomination Process, and, if conducted, the election Process.

2. Introduction

At the 26 June 2003 ICANN Board adopted the amendments to the bylaws under resolution 03.106 Bylaw Article IX - section 3.9 states:

"The ccNSO Council shall make selections to fill Seats 11 and 12 on the Board by written ballot or by action at a meeting; any such selection must have affirmative votes of a majority of all the members of the ccNSO Council then in office. Notification of the ccNSO Council's selections shall be given by the ccNSO Council Chair in writing to the ICANN Secretary, consistent with Article VI, Sections 8(4) and 12(1)."

The ccNSO Council and ccNSO members have agreed that, before making the selection of a Director, the ccNSO members shall nominate and vote, if two or more candidates are nominated, for the nominee they would like to see on the ICANN Board. The ccNSO Council shall then select the candidate who received most votes.

3. Timeline

The ccNSO Council shall determine a timeline for the nomination, voting and selection periods to fill seat 11 or 12. The nomination period should allow the nominees to address the members of the ccNSO at a public ICANN meeting.

The time line should also allow for a vote, and if necessary a run off election, before seat 11 or 12 needs to be filled.

June meeting of year of selection

- Appointment of Election Manager;
- Establish Time line

Nomination timeline

Mid September announcement Election manager to call for Nominations:

- Call for Nomination and secondment

Date of Announcement + 3 weeks

- Closure of nomination period

Date of Announcement + 4 weeks (one week before ICANN annual meeting)

- Acceptance of Nominations by candidates
- Announcement of Election Manager of list of Nominees. If only one (1) Nominee, Election Manager informs chair of the ccNSO Council of result of the Nomination procedure. If two or more nominees announcement to have an members election and inform chair of the ccNSO accordingly.
- Announcement of election Manager whether or not and election has to take place. In the event election is needed, announcement of public Q&A candidate at ccNSO members meeting at ICANN annual meeting.

Annual ICANN meeting

- Mission Statement of candidate
- Public Q&A at ccNSO meeting

Closure Annual meeting + 2 weeks

- Call for vote
- Send out ballots

Closure annual meeting + 4 weeks

- Closure of voting

Closure annual meeting + 5 weeks

- Announcement of results of (run off) election by election manager
- If ties, announcement of run off election, which shall be conducted in time to be concluded before the first meeting ICANN meeting in the calendar year the seat becomes vacant.
- The Election Manager shall inform the chair of the ccNSO Council of results

Selection of Board member by ccNSO Council at public meeting of ccNSO Council at first ICANN meeting in Calendar year the seat becomes vacant.

4. Nomination Procedure

Qualifications of Nominee

According to Section 2(3) of Article VI of the Bylaws:

"In carrying out their responsibilities to fill Seats 9 through 14, the Supporting Organizations shall seek to ensure that the ICANN Board is composed of members that in the aggregate display diversity in geography, culture, skills, experience, and perspective, by applying the criteria set forth in Section 3 of this Article. At any given time, no two Directors selected by a Supporting Organization shall be citizens of the same country or of countries located in the same Geographic Region."

Each ccNSO member can nominate one candidate for seat to be filled on the ICANN Board and each member can second one candidate. In order to nominate or second a candidate, a member must be a member of the ccNSO as of the moment of the call for nominations.

A candidate that is nominated and seconded needs to accept the nominations no later than one week after the closure of the nomination procedure.

Call for Nominations

The call for nominations should be at least 14 calendar days. Nominations should be sent by email to the Election Manager

Nomination form, and Form for seconding nominations.

The Template for nomination shall contain at least the following:

- 1a. Full name of the candidate being nominated:
- 1b. E-mail address of the candidate being nominated:
- 1c. Country of which the candidate is a citizen.
- 2a. Full name of the nominator:
- 2b. E-mail address of the nominator:

All nominations must be seconded by another ccNSO member

The template for seconding a nomination shall contain at least the following:

- 1 Full name of nominator whose candidate is being seconded:
 - 2a. Full name of the candidate being seconded:
 - 2b. E-mail address of the candidate being seconded:
- 3a. Full name of the seconder:
- 3c. E-mail address of the seconder:

Acceptance of Nomination

The Election Manager will confirm the nomination, by sending an e-mail to the candidate requesting their acceptance.

The candidate will then have the opportunity to submit their CV and/or a mission statement within the time designated in the time line.

Nomination procedures with timeline, template, email for posting and URL of archives of nominations will be posted.

The Election Manager shall confirm the list of the Nominees before the voting period starts, and inform the chair of the ccNSO Council accordingly in writing.

5. Election by the ccNSO members

In the event two or more candidates are nominated for one seat, the ccNSO members shall conduct a vote by secret email ballot, that is, the ballot is identified only by a code and not by a name.

Each member will be entitled to vote for up to one candidate. A majority of all ccNSO members entitled to vote, shall constitute a quorum. The Nominee that receives the majority votes cast by the ccNSO members, shall be selected by the Council to the ICANN Board.

The full record of the number of votes will be published at the end of election process. The election results will be announced by the Election Manager, and shall be submitted to the chair of the ccNSO Council in writing.

6. Selection by the ccNSO Council

The ccNSO Council shall select the Board member for the seat to become vacant, at its first meeting following the written submission of the name of the single nominee or the final result of the election(s) results so the case may be, to the chair of the ccNSO. In the event a meeting cannot take place in time before the seat becomes vacant, the selection will be conducted by email vote. To be selected, their needs to be an affirmative vote by the majority of the Council members in office at the time of the vote.

The chair of the ccNSO Council shall notify the secretary of ICANN in writing on the results of the selection.

7. Omission in or unreasonable impact of Guidelines

In the event the guidelines do not provide guidance and/or the impact is unreasonable the chair of the ccNSO will decide.

8. Review of Guidelines

These guidelines will be reviewed after each selection process, or when considered necessary. In order to become effective the updated guidelines need to be adopted by the Council, and published on the ccNSO website. Before publishing the updated guidelines, the ccNSO secretariat will adjust the version number and insert the date the updated guidelines were adopted by the ccNSO Council.