

# **ccNSO activity overview (Monthly Work Plan)**

**June 2016**

Cluster of Projects and Activities related to IANA Stewardship Transition and associated enhancement of ICANN's Accountability

Proposed owner of cluster: Byron Holland

IANA Stewardship Transition and ICANN Accountability (Byron Holland)						
Activity	Description	Launch date	Target date	Owner	Priority	Actions/Status/dependencies
Implementation of CWG-Stewardship	Interaction on behalf ccNSO with CWG, ICAN staff and leadership on Implementation of CWG –Stewardship Proposals  CWG internal oversight committee	March 2016	First phase to be completed mid-August 2016, Consecutive phases Anticipated end date 2018	ccNSO appointed members CWG	HIGH	All committees, procedures for post transition IANA need to be implemented. Sequence determined by required timeline as proposed by CWG-Stewardship  <a href="https://www.icann.org/stewardship-implementation">https://www.icann.org/stewardship-implementation</a>  Implementation Oversight Task Force.  The IOTF and CWG-Stewardship are working on PTI Bylaws and Contract between PTI and ICANN, which should include SLE's, Terms under which ccTLDs could be provided services ( no contract etc.)
Implementation of IANA Stewardship related ccNSO specific processes and procedures	Implementation of selection and appointment process CSC membership. MUST be in place for Stewardship transition.	May 2016	15 August 2016	Guideline Review Committee (GRC)	HIGH	Development of ccNSO specific processes and procedures. CSC Guidelines to be adopted by Council.  Council to determine which method it wants to use for coordinating with rySG and GNSO Council Call for expression of Interest to go out on 30 June / 1 July

	Implementation of selection and appointment process RZERC membership. MUST be in place for Stewardship transition	June 2016	15 August	GRC		RZERC charter published for Public Comment June 2016.  RZERC Guideline needs to be developed by GRC, Call for Expression needs to go in time for ccNSO Council to appoi9nt.
	Implementation of set of processes and procedures that follow from the Stewardship transition	August 2016		GRC		
Implementation of CCWG-Accountability	Interaction on behalf ccNSO with CWG, ICANN staff and leadership on Implementation of CCWG –Accountability WS 1 Proposals	March 2016	First phase to be completed mid August 2016, Consecutive phases	ccNSO appointed members CCWG	HIGH	All mechanisms, committees, procedures for post transition to meet requirements CCWG need to be implemented. Sequence determined by requirements and timeline as proposed by CCWG-Accountability.  New Bylaws adopted by ICANN Board of Directors.  <a href="https://www.icann.org/stewardship-implementation">https://www.icann.org/stewardship-implementation</a>
Implementation of CCWG-Accountability specific ccNSO specific rules and procedures	Implementation of selection and appointment processes MUST be in place for Stewardship transition	April 2016	October 2016	GRC (Katrina)	HIGH	To be determined.
	Implementation of set of WS 1 Accountability processes and	30 September		GRC		To be determined

	procedures that will be in place following Stewardship transition					
CCWG – Accountability WS 2	Coordinate discussions and actions on CCWG – Accountability WS 2	March 2016	?	ccNSO appointed members and participants CCWG	Helsinki meeting discussion on format and timing of WS 2 discussion	
	ccNSO Council Survey Accountability	June 2016	1 July 2016	ccNSO Council	Medium	Survey Council to be used as input for SO/AC Accountability discussion and to update ccNSO Council meeting Guideline and Council election Guideline
Implementation WS 2	Interaction on behalf ccNSO with CCWG, ICANN staff and leadership on Implementation of CCWG –Accountability WS 2 Proposals	2017		GRC		In schedule, if and when implementation will start not defined.
Coordination Council, CWG and CCWG members	Coordination across ccNSO appointed members CWG, CCWG and ccNSO Council	On-going		Chair ISTACC		First call of newly established group: mid-June 2016
Coordination CWG members	ccTLD community internal coordination	On going		Chair ISTC (Lise Fuhr)		Two out of 5 WG members are not involved engaged.
Project Cost Support Team	Initial effort to manage costs ICANN & community lead efforts, in particular if external expertise is hired (law-firms other)	March 2016	June 2016	Chair and vice-chair ccNSO (Debbie) Monitor the issue with SOP		Effort to be monitored to assess impact on broader work. Will be presented shortly to the CWG-Stewardship.

				WG		
ICG	ICG is in hibernation up & until coordination is needed between different IANA Function user communities to implement their proposals.	On going	October 2016	Keith Davidson, Martin Boyle, Mary Uduma, Xiudong Lee		<a href="https://www.ianacg.org/">https://www.ianacg.org/</a>

Cluster of Projects and Activities of policy development and policy related ccNSO efforts. Includes implementation efforts  
Proposed owner of cluster: Demi Getschko

Policy and Policy related work (Demi Getschko)						
Activity	Description	Launch date	Target date	Owner	Priority	Actions/Status/dependencies
IDN ccPDP completion	Ensure closure of the IDN ccPDP	On-going	October 2016			Final Report submitted to Board. Awaiting closure test phase of Extended Process similarity review process (EPSRP).
	Develop Guidelines EPSRP		June 2016	EPSRP WG (Giovanni Seppia)	Middle	Series of Guidelines under development, at request Board. WG includes members GAC. SSAC has been informed.  WG is finalising its recommendations. Expectation is that they will be send to the Council, to open public comment on the recommendations.  Public comment period anticipated post Helsinki meeting.
	Implementation team IDN ccPDP	October 2016			LOW	According to recommendations, create a advisory team, to monitor and advise staff on implementation
Fol Implementation	Monthly (regular) ccNOS Council meetings	On-going	Mid-August 2016	Advisory team (Becky Burr, Keith Davidson)	HIGH	Advise and provide responses to questions IANA staff on implementation Framework of Interpretation
	Develop framework for launch combined PDP	March 2016	June 2016	Chair ccNSO	HIGH	In preparation launch develop framework for launch and running PDP, Included sense of community in Marrakesh. Impact analyses one or two separate PDPs.

ccNSO PDP retirement & review mechanism	Launch PDP	June 2016	1 July 2016	Council	HIGH	Council decisions at Helsinki meeting: <ul style="list-style-type: none"> <li>- Request issue Report (combine topics)</li> <li>- Appoint Issue Manager</li> <li>- Appoint oversight committee</li> <li>- Tentative Timeline Issue reporting</li> </ul> <p>To be discussed at ccNSO meeting days Helsinki, Topic of GAC-ccNSO meeting.</p>
	Combined Issue Report Focus on Review mechanism for decisions on Delegation, revocation, and retirement decisions	June 2016	October 2016	Issue manager	HiGH	ISSUE Report, Council decision to initiate at Hyderabad meeting
		WG 1 Phase, October 2018	June 2017	Issue Manager	HIGH	Call for volunteers WG 1, Public comment, substantial work on review mechanism. Note potential conflict with WS 2 Accountability
	Initiate Retirement ccTLD	Issue reporting June 2017	October 2016		HIGH	
		WG 2 Phase (June 2017)	June 2018			
	Voting Phase combined PDP	July 2018	October 2018	Issue manager		Assumption of one PDP. And end-vote on full set of recommendations
	Use of Country & Territory names as TLD	CCWG launched to assess feasibility of frasmework for use of names of country and territories listed on ISO 3166-1 as TLDs as (IDN) ccTLD and/or gTLD	On-going	March 2017	Annebeth Lange, Paul Szyndler	
						Cross-community Working group recommendations to feed into policy work of ccNSO and GNSO. To be completed by launch of policy work on second round new gTLDs
Internet Governance	Cross-community WG to	On-going		Young Eum		CCWG was created to ensure efforts would be

efforts	consolidate work community on Internet Governance issues			Lee		<p>endorsed by Supporting organisation and advisory committees (in response to Netmundial community input).</p> <p>Question for community discussion: Is CCWG still right vehicle for effort (assumption no concrete output that could imply the ccNSO).</p> <p>Issue for discussion with GNSO</p>
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Cluster of Projects and Activities focused on providing input on ICANN plans (none policy related) with a potential impact on ccTLD community.

Proposed Cluster owner: Katrina Sataki

ICANN Focused work (Katrina Sataki)						
Activity	Description	Launch date	Target date	Owner	Priority	Actions/Status/dependencies
ICANN FY 17 Ops Plan & Budget process	Provide input to ICANN's FY 17 Ops Plan & Budget	March 2016	April 2016	SOPWG		Input provided in time for the FY 17 budget  Focus on Operational aspects  <a href="http://ccnso.icann.org/workinggroups/sopiwg.htm">http://ccnso.icann.org/workinggroups/sopiwg.htm</a>
	Cross-community Session Operational Aspects	May 2016	June 2016	Chair SOPWG and Debbie	High	Cross-community session at Helsinki meeting
ICANN 5 year ops Plan update	Provide input to ICANN's FY 17-20 Ops Plan	March 2016	April 2016	SOPWG		Input provided in time for the FY 17 budget  Focus on Operational aspects  <a href="http://ccnso.icann.org/workinggroups/sopiwg.htm">http://ccnso.icann.org/workinggroups/sopiwg.htm</a>
ICANN FY 18 Ops Plan & Budget process	Provide input to ICANN's FY 18 Ops Plan & Budget	March 2017	April 2017	SOPWG		Focus on Operational aspects  <a href="http://ccnso.icann.org/workinggroups/sopiwg.htm">http://ccnso.icann.org/workinggroups/sopiwg.htm</a>
ICANN 5 year ops Plan update	Provide input to ICANN's FY 18-20 Ops Plan	March 2017	April 2018	SOPWG		Focus on Operational aspects  <a href="http://ccnso.icann.org/workinggroups/sopiwg.htm">http://ccnso.icann.org/workinggroups/sopiwg.htm</a>
Interaction Post transition groups and committees	Interaction between ccNSO and CSC and other groups post transition of IANA Stewardship	1 October 2016	On going	GRC		Processes and procedures to be defined by GRC. Requirements/parameters included final Proposal ICG (assuming approval by NTIA)
Accountability	Interaction between ccNSO	January	On-going			Processes and procedures to be defined. By GRC.

processes and (virtual) groups	and Accountability processes and (virtual) groups (Empowered community)	2017				Requirements/parameters included final Proposal CCWG-Accountability
Accountability Processes ccNSO & others	Interaction between ccNSO and Accountability processes flowing from WS 2	January 2018	On-going	GRC		Operational ccNSO related processes and procedures flowing from WS 2. To be defined by GRC or its successor
Affirmation Reviews	ATRT, WHOIS Consumer protection and SSR reviews	Consumer choice review started in January 2017	March 2019			Timing of reviews not well defined. Review teams may request members from ccTLD community General overview: <a href="https://www.icann.org/resources/reviews/aoc">https://www.icann.org/resources/reviews/aoc</a>
Cross-community WG on Framework for use of CCWG's	CCWG to develop framework and principles for the creation and use of CCWGs,	On-going	October 2016	CCWG2 (Becky Burr)		CCWG currently first public comment. Takes into account CCWG Accountability and others.  Update Draft Guidelines, for discussion at Helsinki meeting. Based on input etc. anticipated the Guidelines will be send to GNSO and ccNSO Councils for adoption, other groups may adopt them as well.

Cluster of Projects and Activities to manage and administer activities of the ccNSO and ccNSO Council

Proposed Cluster Owner: Katrina Sataki

<b>Administration of ccNSO Council and ccNSO (Katrina Sataki)</b>						
<b>Activity</b>	<b>Description</b>	<b>Launch date</b>	<b>Target date</b>	<b>Owner</b>	<b>Priority</b>	<b>Actions/Status/dependencies</b>
ccNSO Members application	Oversee and execute members application process	Ongoing		Abibu / Secretariat		Oversee and execute members application process.
ccNSO Council Meetings	Monthly (regular) ccNSO Council meetings	Ongoing (monthly)		Chair of the ccNSO Council		Scheduling, Agenda setting preparatory meetings. Oversight secretariat  Include reference to ccNSO Council meetings once adopted
Oversight and appointment ccNSO WG	Oversee progress and progress WG and CCWG in which ccNSO is participating.	Ongoing				ccNSO Guideline WGs and possibly  Include link Guideline when adopted
Annual Work Plan 16-18	Describe annual work plan, based on discussion at annual planning workshop	March 2016	March 2018	Chair ccNSO / secretariat		Describe annual work plan, based on annual discussion  Include Guideline when adopted
Prep Annual Work Plan 17-19	Describe annual work plan, based on discussion at annual planning workshop	January 2017	March 2017	Chair ccNSO / secretariat		Adopted April 2016.
Monthly Work plan	Provide overview and update at detailed level of recently completed and upcoming activities/events	April 2016	Ongoing	Chair ccNSO / Secretariat		Version June 2016 prepared.
Triage/prioritization	Assess importance and urgency for ccTLD to respond/participate in	Ongoing		Triage Committee		See: <a href="http://ccnso.icann.org/about/council/triage">http://ccnso.icann.org/about/council/triage</a>

	activities.					
Council Roles and Responsibilities	Assign(ed) roles and responsibilities to Councillors	March 2016	March 2017	Chair ccNSO		Include Guideline when adopted
Chair, vice-chair selection	Annual ccNSO chair and vice –chair selection by ccNSo Council	January 2017	March 2017	Chair ccNSO		Launch process for annual chair and vice-chairs election. Announce at January Council meeting
CSC members and liaisons appointment	Appointment by ccNSO of ccTLD members and approval of full slate of members and liaisons Customer Standing Committee	June 2016	15 August 2016	Appointed Selection manager		Procedure needs to be developed by GRC and approved by Council at meeting in Helsinki, after consultation community.  Interaction with RySG and GNSO  See above
RZERC member appointment	Appointment by ccNSO of ccTLD members on RZERC	June 2016	15 August 2016	Appointed Selection manager		Procedure needs to be developed by GRC and approved by Council at meeting in Helsinki, after consultation community
Appointment ccNSO member on NomCom	ccNSO needs to appoint member on NomCom 2017, by September 2016.	May 2016	July 2016	Appointed NomCom selection manager		Procedure needs to be updated by GRC and approved by Council before start of procedure
ccNSO Council Election 2017	Annual Council Elections	1 September 2016 2016 August 2016	January 2017 (in case of run-off elections)	Council election manager		Procedure needs to be updated by GRC and approved by Council before start of procedure(tentative) . Proposed date to start election process 1 September 2016. Decisions needed: <ul style="list-style-type: none"> <li>- Appointment Election manager</li> <li>- Approval of Timeline</li> </ul> This will allow for interview session at Hyderabad meeting (November 2016)  Elected Councillors will take seat in March 2017

	Special Council Election (replacement Becky Burr)	At closure of Hyderabad meeting		Election manger		<p>It is anticipated that Becky Burr will step down at the end of the Council meeting in Hyderabad ( November 2016). To fill the vacancy , need to initiate Council election process for NA region. Decisions needed:</p> <ul style="list-style-type: none"> <li>- Appointment of Election manger</li> <li>- Approval of Timeline</li> </ul>
Board Seat 11 (S)Election	ccNSO Selection for Board 11	1 Septemebr 20162016?	March 2017 (Run-off needs to concluded in March 2017 (6 months before October 2017)	Board Seat Selection manager		<p>Procedure needs to be updated by GRC and approved by Council before start of procedure (tentative). Decisions to be made:</p> <ul style="list-style-type: none"> <li>- Appointment of Election manager</li> <li>- Adoption of Timeline</li> </ul> <p>This will allow for interview session at Hyderabad meeting (November 2016)</p> <p>Selected Board member will take seat in October 2017</p>
ccNSO Review	ICANN Bylaw required review ccNSO	(Not earlier then January 2017)				<p><a href="https://www.icann.org/resources/reviews/org/ccnso">https://www.icann.org/resources/reviews/org/ccnso</a></p>

Cluster of Projects and Activities to manage and administer Outreach and Engagement efforts focused on broader ccTLD community  
Proposed Cluster Owner: Katrina Sataki

Interaction and Engagement (Katrina Sataki)						
Activity	Description	Launch date	Target date	Owner	Priority	Actions/Status/dependencies
ccNSO Meetings Helsinki (ICANN 56)	Coordinate all aspects re ccTLD meeting Helsinki ( 27-30 June 2016	March 2016	July 2016	Programme WG (Alejandra Reynoso		Includes Agenda, Scheduling, Survey and review.  <a href="http://ccnso.icann.org/workinggroups/mpwg.htm">http://ccnso.icann.org/workinggroups/mpwg.htm</a>  Include reference to Guideline and charter Program WG when adopted
Tech Day ICANN 56	Coordinate Tech Day @ ICANN 56	March 2016	June 2016	Tech WG		<a href="http://ccnso.icann.org/workinggroups/techwg.htm">http://ccnso.icann.org/workinggroups/techwg.htm</a>
ccNSO Travel funding Hyderabad (November 2016)	ccNSO travel funding for the 12 Slots	June 2016	August 2016	ccNSO Travel Funding Committee		<a href="http://ccnso.icann.org/about/travel-funding">http://ccnso.icann.org/about/travel-funding</a>
ccNSO Meeting ICANN 57	Coordinate all aspects re ccTLD meeting ICANN 57(3 November – 3 Nov 2016)	August 2016	November 2016	Programme WG		<a href="http://ccnso.icann.org/workinggroups/mpwg.htm">http://ccnso.icann.org/workinggroups/mpwg.htm</a>  Include reference Guideline and charter Program WG when adopted
Tech Day ICANN	Coordinate Tech Day @	August	November 2016	Tech WG		<a href="http://ccnso.icann.org/workinggroups/techwg">http://ccnso.icann.org/workinggroups/techwg</a>

57	ICANN 57					<a href="#">.htm</a>
ccNSO Travel funding ICANN 57		August 2016	November 2016	ccNSO Travel Funding Committee		<a href="http://ccnso.icann.org/about/travel-funding">http://ccnso.icann.org/about/travel-funding</a>
ccNSO Meeting ICANN 58	Coordinate all aspects re ccTLD meeting ICANN 58 (11-16 March 2017)	December 2016	March 2017	Programme WG		<a href="http://ccnso.icann.org/workinggroups/mpwg.htm">http://ccnso.icann.org/workinggroups/mpwg.htm</a>  (Include Guideline, when adopted)
Tech Day ICANN 58	Coordinate Tech Day @ ICANN 58	January 2017	March 2017	Tech WG		<a href="http://ccnso.icann.org/workinggroups/techwg.htm">http://ccnso.icann.org/workinggroups/techwg.htm</a>
ccNSO Travel Funding ICANN 58		November 2016	March 2017	ccNSO Travel Funding Committee		<a href="http://ccnso.icann.org/about/travel-funding">http://ccnso.icann.org/about/travel-funding</a>
SO/AC chairs meeting	Formal meeting with chairs other SO/ACs	March 2016	March 2017	?		Part of ICANN meeting  Helsinki session scheduled Sunday 26 June 2016
Meeting with gNSO Council, GAC and ALC	Formal meeting with other SO and ACs	March 2016	March 2017	Chair ccNSO/Program WG		No structure in place  No meeting scheduled with ALAC and GNSO. ( Note this is anomaly in outreach and engagement session) GAC meeting in Helsinki scheduled for Tuesday 28 June 2016, 15.15-16.15

						( ad-hoc agenda setting committees. Formalise to ensure broad support?
TLD-OPS mailing list	All aspects relating to incident response mailing list	Ongoing		TLD-OPS Standing Committee		Re-appointment of Steering committee March 2017.  Extension of list to information sharing and inclusion other TLDs
Review and Revamp ccNSO Website	ccNSO web-site will be redesigned	October 2016	June 2017	?/Secretariat		Create user group to under auspices secretariat. Define user requirements and provide feed-back to ICANN communication
Social Media	User of twitter, Facebook and other channels	March 2016	March 2017	? / Secretariat		Create support group which together with secretariat will maintain and use social media for and from community
Update Regional Org meetings	Provide basic updates to ccTLD at Regional Organisations meetings	March 2016	March 2017	Councillors per Region / Secretariat		Provide basis slide set to Councillors who will inform ccTLD at Regional Organisations. Set up pool of Councillors, and basic template