

Version 1

A. Purpose

The purpose of the Incident Repository Implementation Working Group (IRI WG) is to:

1. Explore in detail costs, and other relevant factors to implement, maintain and operate an incident repository as proposed by the Incident Response Planning Working Group and inform the ccTLD community and Council accordingly;
2. Explore different funding, management and governance models to implement, operate and maintain an Incident response repository as proposed, and report to the ccTLD community and Council a recommended and preferred option;
3. After conclusion of 1 and 2 and at the explicit request of the ccNSO Council:
 - Prepare and send out a request for proposal (RFP),
 - Review the responses on the RFP and
 - Advise the ccTLD community and ccNSO Council on a preferred provision option to implement, maintain and operate an incident response repository.

Proceeding with (3) above is subject to the findings of (1) and (2) and Council agreement regarding the way forward.

In considering feasible models the IRI WG should take into account and be guided by:

- The non-binding relationship of the ccTLD registries to any one particular entity except possibly with their own governments;
- Diversity of language, time zones, resources, expertise;
- Particular policies and practices by which ccTLDs may be guided.

B. Scope of activities

The activities of the IR WG are limited to and shall into consideration the outcome and results of the work of the Incident Response Planning Working Group as proposed in their Final Report

(<http://cartagena39.icann.org/meetings/cartagena2010/presentation-ccnso-members-irwg-07dec10-en.pdf>), in particular regarding:

- The definition of incident for the purpose of incident response
- The description of use cases of contact repository i.e. for what purposes can the repository be used:
 - Information exchange
 - Counter action
- The definition of contact repository data attributes

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- The general criteria for implementation and maintenance of repository:
 - Support the envisioned use cases
 - High availability (24/7)
 - Alternative communication channels (not using the internet)
 - Actively maintain and keep data up-to-date

If issues become apparent to the IRI WG that are outside its scope, the IRI WG Chair shall inform the ccNSO Chair in a timely manner so that appropriate action or remediation can be taken to address the issue(s).

C. Activities, Deliverables, and Timeframes

1. Work Plan on items A 1 and A 2 above

As a first step the IRI WG shall establish and adopt a work plan and associated schedule. The Chair of the IRI WG shall inform the ccNSO Council of the intended activities and schedule accordingly. The work plan and schedule should include times and methods for public consultation and reporting to the ccTLD community and ccNSO Council, including an expected date for submission of a Report including recommendations on items A1 and A2 above (Report on Preferred Option).

2. Reporting

The chair of the IRI WG shall report regularly to the ccTLD community and ccNSO Council on the progress of the IRI WG with respect to items A 1 and A 2 above.

3 Report on Preferred Option

i. Following the submission of the Report on Preferred Option, the ccNSO Council shall discuss the recommendations of the IRI WG for adoption. The Chair of the ccNSO shall inform the Chair of the IRI WG accordingly as soon as possible.

ii. In the event the ccNSO Council does not adopt the recommendations of the IRI WG contained in the Report on Preferred Option, that Report will be deemed to be the Final Report of the IRIR WG.

4 Work plan on RFP process

In the event the ccNSO Council adopts the recommendations of the IRI WG on the preferred option, the WG will establish a second work plan and associated schedule on the RFP process as defined in A 3 above. The Chair of the IRI WG shall inform the ccNSO Council of the intended activities and schedule accordingly.

5 Final Report

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At the conclusion of the RFP process the IRI WG will present its Final Report to the ccTLD community and submit it to ccNSO Council. The Final Report should contain a summary of the RFP process and its results, and a recommendation on the preferred provisioning option, based on the RFP process.

D. Membership and Experts Incident Response Working Group

After adoption of the charter a call for members will be sent out. Volunteers must be associated with a ccTLD managers, which does not has to be member of the ccNSO.

At the nomination of the WG members the Chair of the WG shall be appointed by the ccNSO Council.

The Chair of the Working Group, in consultation with the members of the WG may nominate one or more vice-chairs, to be appointed by the ccNSO Council.

The Chair of the WG may invite experts and observers to the WG after consulting the members of the WG.

ICANN staff from the Security Group/Department will be asked to provide experts.

ICANN will provide adequate staff support to the IRI WG.

E. Omission in or unreasonable impact of Charter

In the event this charter does not provide guidance and/or the impact of the charter is unreasonable for conducting the business of the WG the Chair of the WG will decide.

F. Closure of the Working Group

Following the submission of its Final Report (Section C. 3. ii or C.5 above) the working group will be closed. The Chair may be requested to remain to be available to explain and discuss the Final Report at the appropriate ccNSO Council meeting.