

A world map in shades of blue and white, overlaid on a grid of latitude and longitude lines. The map is centered on the Atlantic Ocean.

ccNSO

Country Code Names Supporting Organisation








# Guidelines Review Committee

## Update

12 - 13 March 2019, Kobe

# Barcelona > Kobe

	Document Type	Document Title
	Guideline:	IANA Functions Review (review and finalise)
	Template:	Working Group Description
		Assessment of WS2 Recommendations
	Guideline:	ccNSO Council Actions with Respect to Selection of ccNSO Appointed Members
	Repository:	Bylaw changes

# Working Group Template

<b>Working Group</b>	<b>ccNSO Guidelines Review Committee (GRC)</b>
	The GRC is tasked to review the current guidelines and to ascertain whether they reflect current practices and working methods, identify potential gaps, and propose changes if considered beneficial. In addition, the WG develops new guidelines and procedures for the ccNSO as Decisional Participant and other post IANA Function related roles and responsibilities. Examples of the work of the GRC are the Guidelines of Nomination of ICANN Board members and the Guideline pertaining to the Rejection Action Process.
<b>Start date:</b>	December 2014
<b>End date:</b>	undefined
<b>More info:</b>	<a href="https://community.icann.org/display/ccnsowkspc/Guidelines+Review+Committee">https://community.icann.org/display/ccnsowkspc/Guidelines+Review+Committee</a>
<b>Chair:</b>	Katrina Sataki
<b>Deliverables to date:</b>	The following Guidelines have been reviewed and updated: <a href="https://community.icann.org/display/ccnsowkspc/Docs+by+Topic">https://community.icann.org/display/ccnsowkspc/Docs+by+Topic</a>
<b>Future Deliverables:</b>	Remaining guidelines. New guidelines. Rules of the ccNSO
<b>Working method:</b>	The group first undertakes an analysis of the subject matter, to understand pending issues and what needs to be done by the respective actors in the ccNSO (Chair, Council, members, or others). Based on the analysis, the group will discuss successive draft document, up until all members support the draft. The draft will then be circulated to the ccNSO Council and Members for feed-back and input. Comments, if any, will be included in the final draft, which is submitted to the ccNSO Council for adoption. Drafts are prepared and distributed via mailing list. Some documents are edited using Google docs.
<b>Meeting frequency:</b>	Every three weeks: tele-conference (Adobe Connect, audio bridge) Face-to-face: during ICANN meetings
<b>Relevant documents:</b>	See the web-page of the WG ( <a href="https://ccnsso.icann.org/en/workinggroups/grc.htm">https://ccnsso.icann.org/en/workinggroups/grc.htm</a> ) and related wiki space ( <a href="https://community.icann.org/display/ccnsowkspc/Guidelines+Review+Committee">https://community.icann.org/display/ccnsowkspc/Guidelines+Review+Committee</a> ) The final documents are published as ccNSO Internal Guidelines: <a href="https://ccnsso.icann.org/en/about/guidelines.htm">https://ccnsso.icann.org/en/about/guidelines.htm</a>
<b>Current members:</b>	The list of members is available on the web-page: <a href="https://ccnsso.icann.org/en/workinggroups/grc.htm">https://ccnsso.icann.org/en/workinggroups/grc.htm</a>
<b>Expertise &amp; Expected Time Commitment:</b>	Experience with legal documents, organizational skills, structured thinking. Expected time commitment: 1-2 hours per week
<b>How to join:</b>	Send your expression of interest to <a href="mailto:ccnsso-secretariat@icann.org">ccnsso-secretariat@icann.org</a> New members are approved by the ccNSO Council.

# Assessment of WS2 Recommendations Template

Recommendation (full text)			
Is it already implemented?			
Yes		No	
Where?	Need to update?	Is it relevant and should it be implemented?	
		Yes. Which documents?	No
Comments (if any)			

# Assessment of WS2 Recommendations

## Example 1

6.1.4 SO/AC/Groups should document unwritten procedures and customs that have been developed in the course of practice, and make them part of their procedural operation documents, charters, and/or bylaws.			
Is it already implemented?			
<b>Yes</b>		No	
Where?	<b>Need to update?</b>	Is it relevant and should it be implemented?	
All the guidelines	Guidelines are reviewed and updated periodically Is there a need for a table of reviews?	Yes. Which documents?	No

# Assessment of WS2 Recommendations

## Example 2

6.3.7 A glossary for explaining acronyms used by SO/AC/Groups is recommended.			
Is it already implemented?			
Yes		<b>No</b>	
Where?	Need to update?	Is it relevant and should it be implemented?	
		<b>Yes. Which documents?</b>	No
		We need to create a wiki page with all the acronyms we use.	
Comments (if any)			

# Assessment of WS2 Recommendations

## Example 3

<p><b>Recommendation 2:</b> Each SO/AC/Group should identify which elements of diversity are mandated in their charters or ICANN Bylaws and any other elements that are relevant and applicable to each of its levels including leadership (Diversity Criteria) and publish the results of the exercise on their official websites.</p>			
Is it already implemented?			
<b>Yes</b>		<b>No</b>	
Where?	Need to update?	Is it relevant and should it be implemented?	
		Yes. Which documents?	<b>No</b>
<p>The only diversity that is mandated in the Bylaws, is geographic diversity. We have 3 Councillors per region. To take a decision, the Council needs to be quorate, i.e. more than a half of the Councillors need to be present and at least one Councillor per region needs to be present.</p> <p>The ccNSO cannot mandate any other diversity elements. The exception is when the ccNSO Council seeks volunteers for working groups or positions (e.g. liaisons). However, even in those cases we are limited to the pool of candidates from ccTLDs backed candidates.</p>			

# Repository: Bylaw Changes

Item	Description	Bylaw section	Bylaw text	Issue	Kind of Bylaw	Change mechanism	Priority	Change time
1.	<p>Definition of ccNSO members. Identified by PDP WG Retirement. Additional issue, reference on overall IDN PDP WG. See letter chair PDP WG: <a href="https://ccnso.icann.org/en/about/deerhake-to-council-13jan19-en.pdf">https://ccnso.icann.org/en/about/deerhake-to-council-13jan19-en.pdf</a></p>	Article 10.4	<p>For purposes of this Article 10, a ccTLD manager is the organization or entity responsible for managing an ISO 3166 country-code top-level domain, or under any later variant, for that country-code top-level domain.</p>	<p>Highlighted part does not make sense.                      No consultation ccNSO.                      Original:                      For purposes of this Article, a ccTLD manager is the organization or entity responsible for managing an ISO 3166 country-code top-level domain and referred to in the IANA database under the current heading of "Sponsoring Organization", or under any later variant, for that country-code top-level domain.</p> <p>Underlying issue: reference to Sponsoring Organisation as included in IANA database</p>	Standard	Letter to the Board, requesting change	High (urgent and important).	
2.	<p>Reference to non-ccNSO member for IFRT. See letters Council to the Board: <a href="https://ccnso.icann.org/sites/default/files/field-attached/sataki-to-chalaby-et-al-06dec18-en.pdf">https://ccnso.icann.org/sites/default/files/field-attached/sataki-to-chalaby-et-al-06dec18-en.pdf</a> .</p> <p>Issue not only relevant for current and future IFRTs, also for Special IFR.</p>	<p>Section 18.7 (a) &amp; (b)</p> <p>Section 18.12 (b) referencing section 18.7 (a) and (b)</p>	<p>One non-ccNSO ccTLD representative who is associated with a ccTLD registry operator that is not a representative of the ccNSO, appointed by the ccNSO</p>	<p>With growing number of members, attracting non-ccNSO member becomes difficult, if not impossible. See overview of membership as well</p>	Fundamental (see section 25.2 (a) )	TBD	Medium (important, needs to be resolved in next 2 years)	



# Kobe > Marrakech

## GRC list of work items, February 2019

Overview of procedures/Guidelines per category.

Priority 1, 2, 3 (1 =immediately, 2= longer term, 3= long term)

### General Guidelines /Procedures

- Rules of the ccNSO **2**
- General Selection Procedure (to be finalized) **1**
- Update Guideline/Charter  
Matrix: [https://ccnso.icann.org/sites/default/files/filefield\\_47789/guidelines-correlation-matrix-30mar16-en.pdf](https://ccnso.icann.org/sites/default/files/filefield_47789/guidelines-correlation-matrix-30mar16-en.pdf) [ccnso.icann.org] **1**
- Bylaw Change overview and procedure (or how to get the Bylaws changed) **1**
- IFR membership/participation/specific role of members and related SIFR (Special IFR): to be completed. Define Role of Council with respect to start SIFR. Await Bylaw change? **2**
- Role of Council in case CSC approached Council at end Remedial Action Procedure: to be coordinated with GNSO Council **2**
- Travel Funding (Waiting Community Feed-back, closing date 23 January)) **1**
- Board Nomination Process (awaiting community feed-back) **1**

### Decisional Participant

- Approval Action Process (to be completed) **1**
- Rejection Action: complete template/ checklist **1**
- Removal of Board member(s) **2**
- IRP **3**
  - Procedure
  - Appointment of candidates

### CCWG Accountability WS 2 related

- Impact Assessment Area of recommendations **1**
- SO/AC Accountability **2**
- Diversity **3**

### ccNSO Organisational Review

- Review Findings report **1**
- Resulting work items **3**

**Thank you!**