

GNSO Council Liaison to the Operational Design Phase (ODP) Role and Responsibilities Guidance

- ❖ Serve in the GNSO Council liaison role for the entirety of the ODP;
- ❖ Fulfill the role of GNSO Council liaison to the ODP in a neutral manner, making sure not to intervene or participate in a personal capacity. Personal comments should be channeled through relevant stakeholder group's GNSO councilors;
- ❖ Prepare for regularly-scheduled meetings (with increased frequency as needed) between GNSO Council Liaison and ICANN Org ODP Team representatives by reading materials circulated in advance, e.g., ICANN org assumptions or questions;
- ❖ Attend all regularly-scheduled meetings (with increased frequency as needed) between GNSO Council Liaison and ICANN Org ODP Team representatives and assist and engage with the ICANN Org ODP team when requested;
- ❖ Serve, in consultation with the GNSO Council, as a policy recommendation subject matter expert by providing relevant background information on identified issues that pertain to the intent or substance of the policy recommendations to ICANN org, upon request;
- ❖ Serve as the primary contact between the ODP team and the GNSO Council to facilitate and streamline communications and convey relevant information from the ODP Team to the GNSO Council;
- ❖ Timely convey relevant information from the GNSO Council to the ODP Team;
- ❖ Ensure all communications between the GNSO Council liaison and the ODP team are fully transparent by copying the ODP mailing list on all written communications;
- ❖ If requested, attend ICANN org ODP webinars as an attendee participant. Note: unless specifically requested, refrain from responding to questions on behalf of the ICANN org ODP Team; please allow ICANN org representatives to respond;
- ❖ If notified, inform the GNSO Council in a timely manner should there be any adjustment to the ODP timeline.