GNSO2 Review
Progress and Implementation Status Report

November 2017

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Executive Summary

This is the Progress and Implementation Status Report of the GNSO Review Working Group that is executing and overseeing the implementation of the GNSO Review 2 (GNSO2) recommendations. This Report is a required periodic update to the GNSO Council and the Operational Effectiveness Committee (OEC) of the ICANN Board of Directors. The Working Group was initiated on 15 March 2017 and has been meeting bi-weekly. The original suggested timeline for implementation has been adjusted to reflect the fact that the Implementation Plan was not adopted by the ICANN Board until 03 February 2017, and to reflect the Working Group's progress, but the overall goal for the implementation of all recommendations is unchanged. The Working Group expects to complete the implementation of all of the recommendations within the original timeline, not later than September 2018.

Status Summary:

Phase 1: The Working Group agreed by full consensus that all 13 Phase 1 recommendations had already been implemented via previous work.

Phases 2 and 3: The Working Group confirms that all of the Phase 2 and 3 recommendations are currently on schedule. The Working Group has reviewed and discussed the implementation charters for the 5 Phase II Recommendations and 1 charter for a recommendation moved from Phase 1 to Phase 2. Staff is combining recommendations 6, 33, (moved from phase 1 to Phase 2) with 36 (Phase 3) as these all relate to diversity and thus are pending the recommendations from the Cross-Community Working Group Work Stream 2 Diversity Sub Team recommendations. The Working Group will begin discussion of Phase 3 recommendations in November 2017.

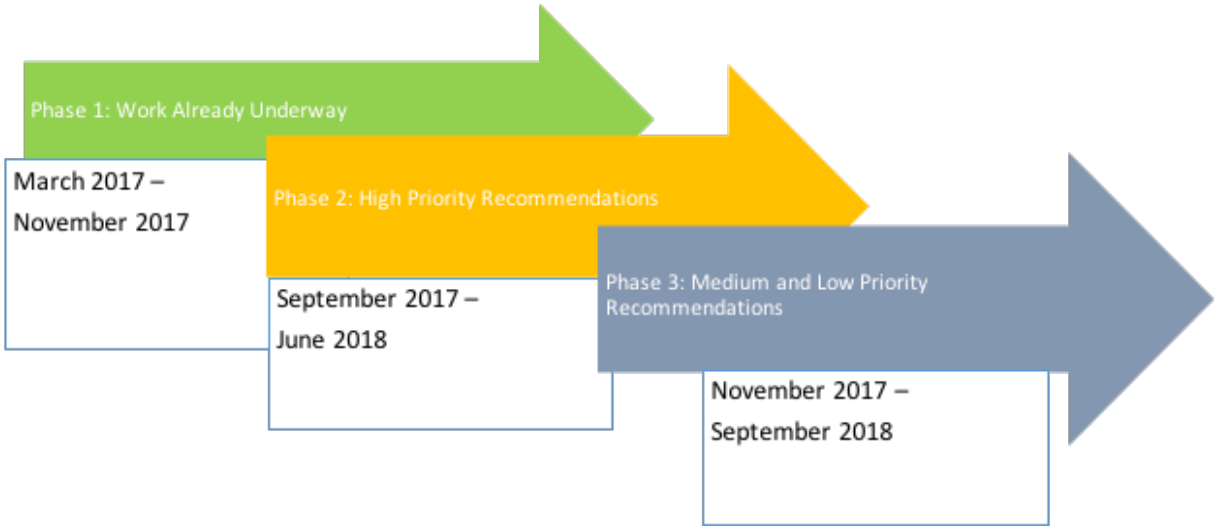
See the GNSO Review Working Group Wiki for an implementation summary.

Timeline:

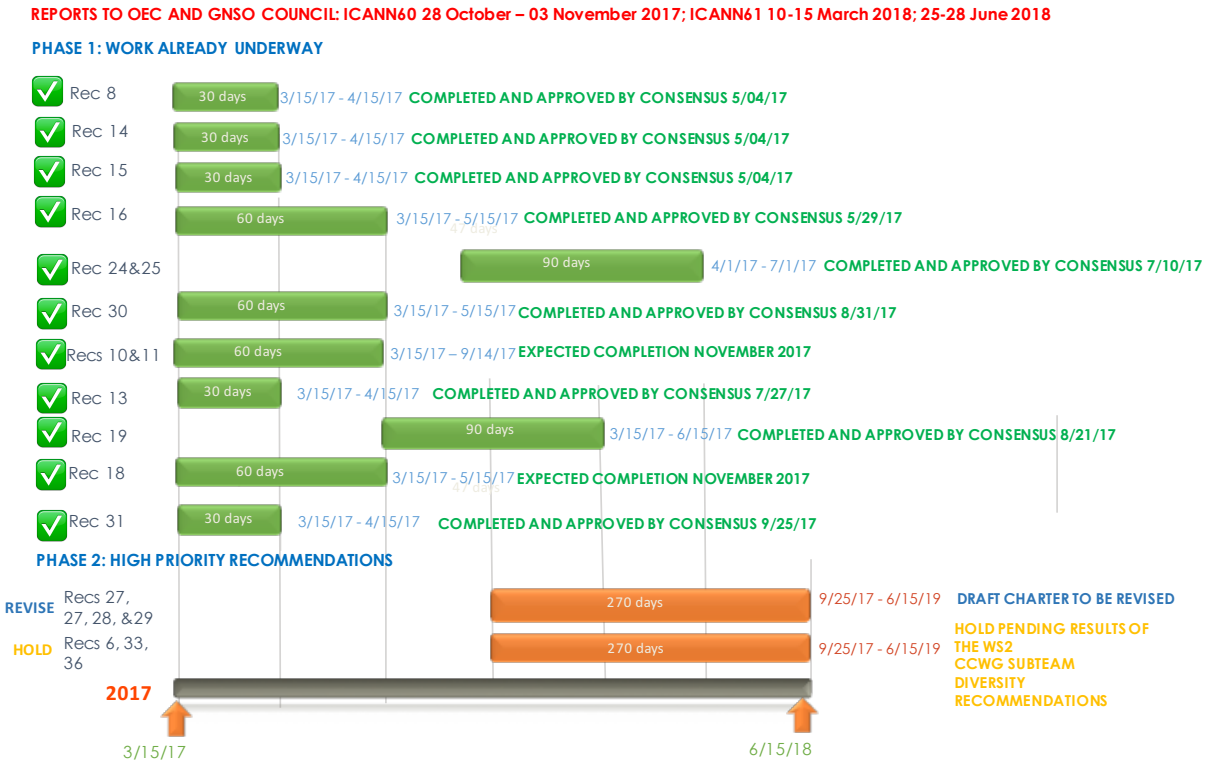
The Working Group is confident that all of the recommendations will be implemented by not later than September 2018 as per the original timeline. However, should there be any issues that could interfere with completion of any recommendations by the deadline, the Working Group will notify the Organizational Effectiveness Committee of the ICANN Board of Directors as well as the Generic Names Supporting Organization (GNSO) Council.

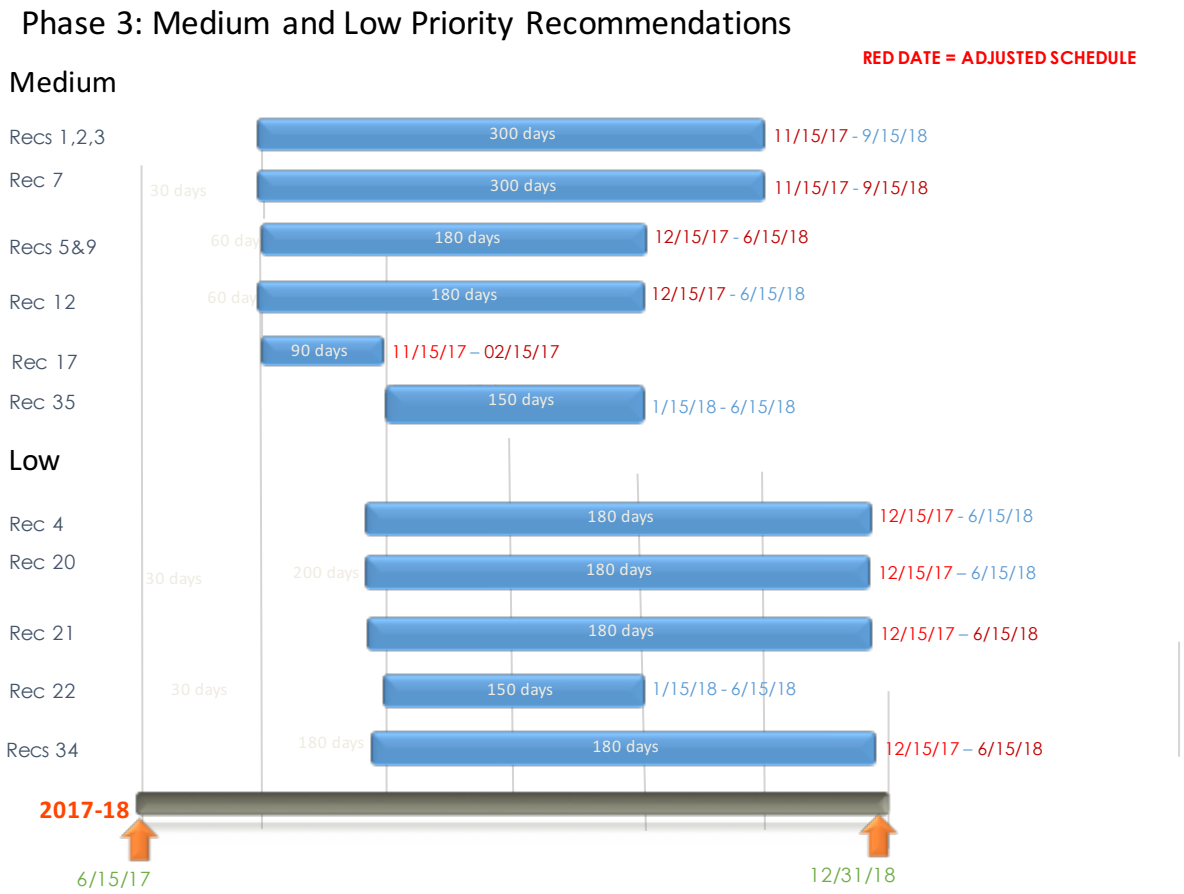
With respect to the timelines below, the Working Group notes that the timeline in the Implementation Plan was a "Suggested Timeline" and thus it has been adjusted to reflect start on 15 March 2017 and actual progress. Nonetheless, the Working Group reiterates that it expects to implement all recommendations within the original timeline.

Overall Timeline:



Phase 1: Work Already Underway and Phase 2: High Priority Recommendations





Background

On 14 April 2016 the GNSO Council approved a motion to adopt the GNSO Review Recommendations Feasibility and Prioritization Analysis. The ICANN Board of Directors adopted the GNSO Review recommendations on 25 June 2016. In its resolution the ICANN Board requested that the GNSO Council convene a group to oversee the implementation of the recommendations. The Board further requested that an implementation plan, containing a realistic timeline, definition of desired outcomes, and a way to measure current state as well as progress toward the desired outcome, be submitted to the Board no later than six months after the adoption of the Board's resolution, and the GNSO Council should subsequently provide a regular report on the progress of the implementation effort (see https://www.icann.org/resources/board-material/resolutions-2016-06-25-en#2.e).

The GNSO Council adopted the Charter of the GNSO Review Working Group during its meeting on 21 July 2016. This Working Group was tasked to develop an implementation plan for the GNSO Review recommendations which were adopted by the ICANN Board in June 2017. This implementation plan was adopted by the GNSO Council via a motion passed on 15 December 2016. On 03 February 2017 the ICANN OEC of the Board of Directors adopted the plan.

1. Recommendations Implemented To Date

Phase 1: Work Already Underway

Recommendation # 8	
Recommendation Description	That Working Groups should have an explicit role in responding to implementation issues related to policy they have developed.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Rec 8 04 May 2017.pdf**

Recommendations # 10 and # 11	
Recommendation Description	Recommendation 10: That the GNSO Council develop criteria for Working Groups to engage a professional facilitator/moderator in certain situations. Recommendation 11: That the face-to-face PDP Working Group pilot project be assessed when completed. If the results are beneficial, guidelines should be developed and support funding made available.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Medium
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The GNSO Review Working Group has determined that the current process for the provision of ad hoc funding and facilitation support is sufficient and has proven to work, both in the analysis of the face-to-face PDP Working Group pilot project and the recent PDP Working Group facilitated sessions. Thus, the Working Group determined that it is not necessary to develop criteria for Working Groups to engage a professional facilitator/moderator in certain situations, and the current Working Group Guidelines provide guidance on how to address divergence and do not prevent Working Groups from seeking to use facilitation. However, the Working Group agrees that this determination does not preclude ICANN staff from providing guidance as a resource in the future.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: GNSO Review Implementation Charter Rec 10-11 v2 17 October 2017.pdf

Recommendation # 13	
Recommendation Description	That the GNSO Council evaluate and, if appropriate, pilot a technology solution (such as Loomio or similar) to facilitate wider participation in Working Group consensus-based decision making.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Medium
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 27 July 2017 that the recommendation had already been implemented as there currently are technology solutions available and in use (Microsoft Word and Google Drive) to facilitate wider participation in Working Group consensus-based decision making.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **MPLEMENTED-GNSO Review Charter Rec 13 27 July 2017.pdf**

Recommendation # 14 and # 15	
Recommendation Description	Recommendation 14: That the GNSO further explores PDP 'chunking' and examines each potential PDP as to its feasibility for breaking into discrete stages. Recommendation 15: That the GNSO continues current PDP Improvements Project initiatives to address timeliness of the PDP.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Medium (14) and High (15)
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that these recommendations, as being part of Phase 1, were completed as work that was already underway. The Working Group agreed via full consensus on 204 May 2017 that the recommendations that the additional GNSO processes adopted on 24 June 2015, along with the current Working Group Guidelines and established practice constitute implementation of recommendation 14 on PDP 'chunking' and 15 on the timeliness of the PDP.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Recs 14&15 04 May 2017.pdf**

Recommendation # 16	
Recommendation Description	That a policy impact assessment (PIA) be included as a standard part of any policy process.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	High
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 29 May 2017 that the revised GNSO Operating Procedures v3.1, published on 16 February 2016, complete the implementation of recommendation 16.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Rec 16 29 May 2017.pdf**

Recommendation # 18	
Recommendation Description	That the GNSO Council evaluate post implementation policy effectiveness on an ongoing basis (rather than periodically as stated in the current GNSO Operating Procedures); and that these evaluations are analyzed by the GNSO Council to monitor and improve the drafting and scope of future PDP Charters and facilitate the effectiveness of GNSO policy outcomes over time.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	High
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group determined that the GDD Consensus Policy Implementation Framework of 31 May 2015 completes the implementation of the recommendation that post implementation policy effectiveness evaluations are analyzed by the GNSO Council to monitor and improve the drafting and scope of future PDP Charters and facilitate the effectiveness of GNSO policy outcomes over time. The Working Group further determined that it is not feasible to evaluate post implementation policy effectiveness ***"on an ongoing basis"*** (rather than periodically as stated in the current GNSO Operating Procedures) it is not feasible to implement this aspect of the recommendation.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: GNSO Review Implementation Charter Rec 18 v2 17 October 2017.pdf

Recommendation # 19	
Recommendation Description	As strategic manager rather than a policy body the GNSO Council should continue to focus on ensuring that a Working Group has been properly constituted, has thoroughly fulfilled the terms of its charter and has followed due process.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Low
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 21 August 2017 that this recommendation has been implemented as there are comprehensive and clear existing guidelines to ensure that a Working Group has been properly constituted, has thoroughly fulfilled the terms of its charter and has followed due process.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Rec 19 21 August 2017.pdf**

Recommendation # 24 and # 25	
Recommendation Description	Recommendation 24: That the GNSO Council and Stakeholder Groups and Constituencies adhere to the published process for applications for new Constituencies. That the ICANN Board in assessing an application satisfy itself that all parties have followed the published process, subject to which the default outcome is that a new Constituency is admitted. That all applications for new Constituencies, including historic applications, be published on the ICANN website with full transparency of decision-making. Recommendation 25: That the GNSO Council commission the development of, and implement, guidelines to provide assistance for groups wishing to establish a new Constituency.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Low
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that these recommendations, as being part of Phase 1, were completed as work that was already underway. The Working Group agreed via full consensus on 10 July 2017 that the current processes relating to Recommendation 24 are effective and accessible; and that the current processes address Recommendation 25 and that improvements to the guidance are not necessary; and that these recommendations have been implemented.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Rec 24-25 10 July 2017.pdf**

Recommendation # 30	
Recommendation Description	That the GNSO develop and implement a policy for the provision of administrative support for Stakeholder Groups and Constituencies; and that Stakeholder Groups and Constituencies annually review and evaluate the effectiveness of administrative support they receive.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Low
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 31 August 2017 that this recommendation has been implemented as there is a current mechanism, the Annual Budget Review (ABR) Process, for the provision of administrative support for Stakeholder Groups and Constituencies; and that Stakeholder Groups and Constituencies can annually review and evaluate the effectiveness of administrative support they receive via the ABR process.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Rec 30 31 August 2017.pdf**

Recommendation # 31	
Recommendation Description	That the GAC-GNSO Consultation Group on GAC Early Engagement in the GNSO Policy Development Process continue its two work streams as priority projects. As a part of its work it should consider how the GAC could appoint a non-binding, non-voting liaison to the Working Group of each relevant GNSO PDP as a means of providing timely input.
Was Implementation Completed As Originally Planned? If not, Why Not?	The implementation was completed as originally planned.
If Material Issues Or Difficulties Were Encountered During The Implementation, How Did You Resolve Them And What Impact Did They Have On The Outcome Of Implementation?"	No material issues or difficulties were encountered.
Prioritization	Medium
Implementation Timeline (Was implementation done on time? (In accordance with the proposed Implementation Plan that was approved by the Board))	The Working Group deemed that this recommendation, as being part of Phase 1, was completed as work that was already underway. The Working Group agreed via full consensus on 25 September 2017 that the recommendation is implemented via current mechanisms for the GAC to provide timely input to PDP Working Groups.
Implementation Cost (Did the cost of Implementation fall within budget? (In accordance with the proposed Implementation Plan that was approved by the Board))	There were no implementation costs.
Additional Comments	None
Implementation Steps (Include links to reports, actions or other documentation that provides evidence of implementation steps.)	See the completed implementation charter at: **IMPLEMENTED-GNSO Review Charter Rec 31 25 Sept 2017.pdf**

2. Upcoming Recommendations To Be Implemented

Phase 2: High Priority Recommendations

Recommendation # 6, #33, and #36	
Recommendation Description	Recommendation 6: That the GNSO record and regularly publish statistics on Working Group participation (including diversity statistics). Recommendation 33: That Stakeholder Groups, Constituencies, and the Nominating Committee, in selecting their candidates for appointment to the GNSO Council, should aim to increase the geographic, gender and cultural diversity of its participants, as defined in ICANN Core Value 4. Recommendation 36: That, when approving the formation of a PDP Working Group, the GNSO Council requires that its membership represent as far as reasonably practicable the geographic, cultural and gender diversity of the Internet as a whole. Additionally, that when approving GNSO Policy, the ICANN Board explicitly satisfy itself that the GNSO Council undertook these actions when approving the formation of a PDP Working Group.
Prioritization	High (recommendation 6), Medium (Recommendation 33), Low (Recommendation 36).
Dependencies	The GNSO Review Working Group will likely need to await the results of the CCWG-Accountability Work Stream 2 sub group on diversity. Diversity subgroup is going through a second reading of its recommendations in two weeks. If approved it will be moved to public comments. Includes recommendations about data collection, metrics, and SO/AC groups. It will apply to the GNSO if it is approved as recommended. Timeline: Second reading in CCWG and if approved then staff will prepare it for public consultation for 40 days. Depending on comments the Subgroup may revise the recommendations. Final is sent to the full CCWG, which has its own timeline to check the consistency among the subgroup. Goal to complete is ICANN61.
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	No budget effects are anticipated.
Implementation Timeline	Goal for completion (see dependencies) June 2018

Proposed Implementation Steps	Recommendation 6: 1. The GNSO Review Working Group will direct staff gather the results of the CCWG-Accountability Work Stream 2 sub group. 2. The GNSO Review Working Group to work with staff to develop a definition of diversity in the GNSO as well as metrics, and data collection guidelines that are consistent with ICANN efforts. 3. Upon approval staff to collect and publish statistics. Recommendation 33: 1. Staff will review Stakeholder Groups and Constituencies procedures to determine how these aim to increase the geographic, gender and cultural diversity of its participants in selecting candidates for the appointment to the GNSO Council. 2. The GNSO Review Working Group to determine whether the existing Stakeholder Group and Constituency procedures are sufficient to complete implementation of this recommendation, or whether further steps need to be taken to meet the intent of the recommendation, such as ensuring procedures are consistent with the recommendations from the CCWG-Accountability Work Stream 2 sub group on diversity. Recommendation 36: 1. That, when approving the formation of a PDP Working Group, the GNSO Council strive for its membership to be diverse and reflect demographic, cultural, gender and age diversity. 2. When approving GNSO Policy, the Board should take into consideration if reasonable measures were taken to achieve such diversity. 3. As noted above, the recommendation should be consistent with the recommendations from the CCWG-Accountability Work Stream 2 sub group on diversity.

Recommendation # 26, # 27, # 28, and # 29	
Recommendation Description	Recommendation 26: That GNSO Council members, Executive Committee members of Stakeholder Groups and Constituencies and members of Working Groups complete and maintain a current, comprehensive Statement of Interest on the GNSO website. Where individuals represent bodies or clients, this information is to be posted. If not posted because of client confidentiality, the participant's interest or position must be disclosed. Failing either of these, the individual not be permitted to participate. Recommendation 27: That the GNSO establish and maintain a centralized publicly available list of members and individual participants of every Constituency and Stakeholder Group (with a link to the individual's Statement of Interest where one is required and posted). Recommendation 28: That section 6.1.2 Membership of Chapter 6.0 Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines of the GNSO Operating Procedures be revised to clarify that key clauses are mandatory rather than advisory, and to institute meaningful sanctions for non-compliance where appropriate. Recommendation 29: That Statements of Interest of GNSO Council Members and Executive Committee members of all Stakeholder Groups and Constituencies include the total number of years that person has held leadership positions in ICANN.
Prioritization	High (Recommendations 26 and 27), Medium (Recommendation 29), Low (Recommendation 28)
Dependencies	Incorporate into Chapter 5.0 of the GNSO Operating Procedures and Chapter 6.0: Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines. Changes to GNSO Operating Procedures must be submitted for public comment. The comments may require adjustments to the modifications. In addition, the GNSO Council must vote to approve the changes via a motion.
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	No budget effects are anticipated.
Implementation Timeline	Work began September 2017; goal for completion is June 2018

Proposed Implementation Steps	Recommendation 26: Currently Chapter 5.0 Statements of Interest states that the definition of a "Relevant Party" to which the requirements apply includes: "the GNSO Council, or a work team, working group, committee or other such policy development body formed by and under the supervision of the GNSO Council." Thus, Executive Committee members of Stakeholder Groups and Constituencies are not included in the requirement to complete and maintain a current, comprehensive Statement of Interest on the GNSO website. In addition, the current Chapter 5.0 does not specifically state that where individuals represent bodies or clients, this information is to be posted. If not posted because of client confidentiality, the participant's interest or position must be disclosed. Failing either of these, the individual not be permitted to participate. However, the Statement of Interest must provide the following information, "Are there any arrangements/agreements between you and any other group, constituency or person(s) regarding your participation as a work team member? Please answer "yes" or "no." If the answer is "yes," please describe the arrangements/agreements and the name of the group, constituency, or person(s)." The GNSO Review Working Group should review the current language and determine whether it should be revised. Per the recommendation, Chapter 5.0 would need to be revised to include "Executive Committee members of Stakeholder Groups and Constituencies" in the definition of "Relevant Party." Staff can provide draft language for the Working Group to consider. SOIs of Council & SG/C leadership are documented on the GNSO Site (links direct users to the GNSO Wiki). Working Group member SOIs are also stored on the GNSO Wiki: All SOIs - https://community.icann.org/display/gnsosoi/New+SOIs Each WG maintains SOI links of participants.

Proposed Implementation Steps, Cont.	Recommendation 27: A centralized publicly available list of members and individual participants of every Constituency and Stakeholder Group (with a link to the individual's Statement of Interest where one is required and posted) exists, however, members of SOs/ACs, SGs/Cs are not required to have SOIs unless participating in WGs and/or Leadership positions. The GNSO Review Working Group should consider where to include a requirement for such a list. For example, Chapter 6.0: Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines could be modified to include a requirement for Stakeholder Groups and Constituencies to provide access to ICANN to their membership lists for aggregating into a comprehensive central list. Staff can provide draft language for the Working Group to consider. Member's lists of SO/ACs & GNSO SGs/Cs have existed since at least FY15, if not earlier: Recommendation 28: Section 6.1.2 Membership of Chapter 6.0 Stakeholder Groups and Constituencies: Operating Principles and Participation Guidelines of the GNSO Operating Procedures should be revised to clarify that key clauses are mandatory rather than advisory, and to institute meaningful sanctions for non-compliance where appropriate. Staff can provide draft language for the Working Group to consider. To a degree sanctions and compliance monitoring do exist: • Council & SG/C Leadership – Admin Support maintain the GNSO site for leadership changes and will collaborate with individuals to have their SOIs complete upon changes to leadership. While the SG/C leadership SOI requirements in the Op Procs are not authoritatively defined, past leadership(s) have always completed SOIs as posted on the GNSO site. • WG Particpation – at the start of each WG or new adds to existing WGs, members are required to meet SOI requirements for WG particpation. After several weeks of non-compliance, a member will be reduced to observer until complance is met. Lastly, each formal WG call or GNSO Council meeting, the first agenda item is to ask for any updates of SOIs.

Proposed Implementation Steps, Cont.	Recommendation 29: Current Statements of Interest of GNSO Council Members and Executive Committee members of all Stakeholder Groups and Constituencies do not include the total number of years that person has held leadership positions in ICANN. Per the recommendation, Chapter 5.0 Statement of Interest would need to be modified to include the requirement to provide the total number of years that person has held leadership positions. Staff can provide draft language for the Working Group to consider. Staff notes that this recommendation will be difficult to implement as the text is stated here. Perhaps staff can suggest, if there are changes to SOI forms, that a "Start Date" field be listed within the SOI. This way the system can calculate the total years from Current Date – Start Date = Current # of Years. General: Staff notes also that the SOI platform will migrate from the current wiki solutions to that of the Global Enrollment platform. This will allow for proper connection to individual's profiles and when they enroll in WGs and better alignment of the SOI to the WG entry into the system. Unofficial target date for launch is FY19. **Working Group Determination:** The GNSO Review Working Group will review the proposed revisions and determine whether they implement the recommendations. If so the Working Group will direct staff to submit the modifications for public comment. Upon completion of the public comment process the Working Group will submit the modifications to the GNSO Council for consideration along with a draft motion. Current Status from 28 September 2017 Meeting: Recommendation 26: Staff (including ICANN Legal) to provide more input on what may be required for disclosure to fulfill the requirement in recommendation 26. Recommendation 27: Staff to investigate the feasibility of implementing this recommendation, and report back to the WG. Recommendation 28: Staff to review key clauses in section 6.1.2 of the GNSO Operating Procedures that may be necessary to understand changes necessary to implement this recommendation, and provide a draft markup to clarify what changes may be necessary Recommendation 29: Staff to provide a proposal on addition of a field in the SOI that lists past and current leadership positions, as well as a draft definition of "leadership position" - both to be reviewed by the WG.

Phase 3: Medium and Low Priority Recommendations

Medium:

Recommendation # 1, # 2, # 3	
Recommendation Description	Recommendation 1: That the GNSO develop and monitor metrics to evaluate the ongoing effectiveness of current outreach strategies and pilot programs with regard to GNSO Working Groups. Recommendation 2: That the GNSO develop and fund more targeted programs to recruit volunteers and broaden participation in PDP Working Groups, given the vital role volunteers play in Working Groups and policy development. Recommendation 3: That the GNSO Council reduce or remove cost barriers to volunteer participation in Working Groups.
Prioritization	Medium
Dependencies	Some overlap with recommendations 12, and 34; definition and development of metrics.
Who Will Implement?	Staff
Resource Requirements	Staff Resources
Budget Effects	Determine whether increased staff resources are necessary as well as projected costs for the outreach program.
Implementation Timeline	Begin November 2017; goal for completion is September 2018
Proposed Implementation Steps	1. Staff to provide an overview of current outreach strategies and pilot programs with regard to GNSO Working Groups. 2. Following the review of this overview, the GNSO Working Group to work with staff to: • Develop strategic goals, objectives, and KPIs. Develop measurements of the shared effectiveness between ICANN and community. • Develop an in-depth program with a stronger volunteer drive that includes metrics to capture volunteers based on outreach efforts. Determine cost barriers and solutions.

Recommendation # 7	
Recommendation Description	That Stakeholder Groups and Constituencies engage more deeply with community members whose first language is other than English, as a means to overcoming language barriers.
Prioritization	Medium
Dependencies	Rewording may need to be adjusted as it refers to the Working Group mentioned under **recommendation 35**, which was deemed impractical during feedback. Consultation with Stakeholder Groups and Constituencies. **Dependencies with Recommendations 6 --** definition of diversity, metrics, and data collection guidelines**, 33, 35; 12 (re: real-time translation); and also possibly 1.**
Who Will Implement?	Stakeholder Groups and Constituencies
Resource Requirements	Community volunteer and staff resources
Budget Effects	Depends on the solution; costs could be high
Implementation Timeline	Begin November 2017; goal for completion (noting dependencies) is September 2018.
Proposed Implementation Steps	1. Staff to provide an overview and cost-benefit analysis of existing measures to overcome language barriers. 2. Based on its review of these existing measures and the cost-benefit analysis, the GNSO Review Working Group to work with staff to develop possible solutions to reduce language barriers.

Recommendation # 5 and # 9	
Recommendation Description	Recommendation 5: That, during each Working Group self-assessment, new members be asked how their input has been solicited and considered. Recommendation 9: That a formal Working Group leadership assessment program be developed as part of the overall training and development program.
Prioritization	Medium
Dependencies	Modify Working Group Self-Assessment Survey and include leadership assessment.
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	Determine whether increased staff resources are necessary
Implementation Timeline	Begin December 2017; goal for completion June 2018

Proposed Implementation Steps	1. Staff to provide the GNSO Review Working Group with a proposed modification of the Working Group Self-Assessment Survey to include a) new questions on how Working Group member input has been solicited and considered and; b) a new assessment survey for Working Group leadership. 2. Based on the proposed modifications the GNSO Review Working Group to determine if revisions are necessary to the GNSO Working Group Guidelines and, if so, draft them for public comment and then present them for approval to the GNSO Council.

Recommendation # 12	
Recommendation Description	That ICANN assess the feasibility of providing a real-time transcription service in audio conferences for Working Group meetings.
Prioritization	Medium
Dependencies	Need to determine feasibility and cost
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	Cost could be significant; analyze costs from ALAC work already underway.
Implementation Timeline	Begin December 2017; goal for completion June 2018
Proposed Implementation Steps	1. Staff to review work already done in the ALAC in relation to this topic and propose possible approaches for the GNSO, including an analysis of costs versus benefits, and present this to the GNSO Review Working Group. 2. The GNSO Review Working Group to analyze the review and possible approaches and determine recommended approaches to the GNSO Council.

Recommendation # 17	
Recommendation Description	That the practice of Working Group self-evaluation be incorporated into the PDP; and that these evaluations should be published and used as a basis for continual process improvement in the PDP.
Prioritization	Medium
Dependencies	Modify the PDP manual to include Working Group self-evaluation.
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	No budget effects are anticipated.
Implementation Timeline	Begin November 2017; Goal to complete February 2018

Proposed Implementation Steps	1. The GNSO Review Working Group to review current procedures for self-evaluation in the PDP Working Group Guidelines and will work with staff on possible modifications, which will be published for public comment and then provided to the GNSO Council for approval. 2. Following GNSO Council approval, staff to amend the GNSO Operating Procedures with the new revisions. 3. The GNSO Review Working Group will determine whether this recommendation has been implemented.

Recommendation # 35	
Recommendation Description	That the GNSO Council establish a Working Group, whose membership specifically reflects the demographic, cultural, gender and age diversity of the Internet as a whole, to recommend to Council ways to reduce barriers to participation in the GNSO by non- English speakers and those with limited command of English.
Prioritization	Medium
Dependencies	**Develop and Gather Metrics:** Metrics needed at Stakeholder Group/Constituency, Working Group, and Council levels on what people feel are the key metrics that matter on supporting diversity commitment. **Data Storage Considerations:** How would the data be stored? Under what privacy policy? **Feasibility of Real-Time Translation:** So long as PDP calls are in English and convenient to specific time zones, current meeting procedures and tools may discourage diverse participation. Actions such as translations of calls need to be put in place to encourage diverse participation. **Dependencies with Recommendations 6 (which must first be implemented) and 33; 12 (re: real-time translation); and also possibly 1.**
Who Will Implement?	GNSO Council with staff support
Resource Requirements	Staff and community volunteer resources
Budget Effects	Depends on level of data collection and also cost of real time translation
Implementation Timeline	Begin January 2018; goal to complete June 2018
Proposed Implementation Steps	1. Staff to review ongoing efforts in relation to the same subject to determine whether a separate Working Group is needed. Staff should ensure that any new effort is coordinated with the work that has been done by the CCWG-Accountability Work Stream 2 subgroup on diversity. 2. If it is determined that a new Working Group would not duplicate existing efforts, the GNSO Council should establish a charter drafting team for the Working Group, which would be linked to the outcome of diversity subgroup. 3. Upon approval of the Charter staff will issue a call for volunteers.

Low:

Recommendation # 4	
Recommendation Description	That the GNSO Council introduce non-financial rewards and recognition for volunteers.
Prioritization	Low
Dependencies	None
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	None
Implementation Timeline	Begin December 2018; goal for completion June 2018
Proposed Implementation Steps	1. Staff to provide an overview of existing non-financial rewards and recognition for volunteers as well as suggestions for non-financial rewards and recognition to the GNSO Review Working Group for consideration. 2. GNSO Review Working Group to assess the overview as well as suggestions made and determine what steps are to be taken next, subject to GNSO Council agreement. NOTE: It may be that the existing Community Recognition Program addresses this recommendation.

Recommendation # 20	
Recommendation Description	That the GNSO Council should review annually ICANN's Strategic Objectives with a view to planning future policy development that strikes a balance between ICANN's Strategic Objectives and the GNSO resources available for policy development.
Prioritization	Low
Dependencies	None
Who Will Implement?	GNSO Council
Resource Requirements	GNSO Council Resources
Budget Effects	No budget effects are anticipated
Implementation Timeline	Begin December 2018; goal for completion June 2018
Proposed Implementation Steps	1. The GNSO Review Working Group to review if/how the GNSO Council has done this to date, if at all. 2. Based on the outcome of the review, the GNSO Review Working Group to work with staff to develop a light-weight process for the GNSO Council to participate in the development of ICANN's Strategic Objectives and guidance for planning future policy development that aligns the Strategic Objectives with GNSO resources.

Recommendation # 21	
Recommendation Description	That the GNSO Council should regularly undertake or commission analysis of trends in gTLDs in order to forecast likely requirements for policy and to ensure those affected are well-represented in the policy-making process.
Prioritization	Low
Dependencies	**Develop staff briefings:** Aiming for the GNSO to be better informed on policy discussions. GNSO should consider working with staff to ensure that adequate briefings are provided on work being done, as opposed to the GNSO undertaking or commissioning the work itself. General information about the elements of the gTLD space regardless of what PDP happens to be taking place at the time would be valuable general information and knowledge sharing for the GNSO community. **Consider recommendations of the Data and Metrics for Policy-Making (DMPM) Working Group:** There is a lot of information out there which may generate empirical data that will help inform the community. Concern with the recommendation is that it effectively creates a commitment on the part of the GNSO Council, which was not supported by the study conducted by Westlake. Recommendation is not about studies to help inform PDPs, but rather to forecast the need for future PDP work. There have been a number of studies in the past that have informed PDPs.
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	No budget effects are anticipated
Implementation Timeline	Begin December 2017; goal for completion June 2018
Proposed Implementation Steps	1. Staff to work with the GNSO to institute methods of information sharing of highly relevant research related to gTLDs to help the GNSO community members increase their knowledge base and ability to analyze potential impact (low priority)". These could, for example, include regular staff briefings, implementing the recommendations of the DMPM Working Group, and CCT-RT data. 2. The GNSO Review Working Group to develop a timeline for reporting on a recurring basis. This timeline could include regular reporting/updating to the GNSO Council at every ICANN meeting as a status report to the GNSO, and as an item on the GNSO Council meeting agenda.

Recommendation # 22	
Recommendation Description	That the GNSO Council develop a competency-based framework, which its members should use to identify development needs and opportunities.
Prioritization	Low
Dependencies	None
Who Will Implement?	GNSO Council and staff
Resource Requirements	GNSO Council and staff
Budget Effects	Depends on the training options
Implementation Timeline	Begin January 2018; goal for completion June 2018
Proposed Implementation Steps	1. Staff to provide an overview of the available training and skills development mechanisms. 2. Based on a review of the overview, the GNSO Review Working Group to work with staff to develop a competency framework implementation plan.

Recommendation # 34	
Recommendation Description	That PDP Working Groups rotate the start time of their meetings in order not to disadvantage people who wish to participate from anywhere in the world.
Prioritization	Low
Dependencies	Test with existing Working Groups for effectiveness
Who Will Implement?	Staff
Resource Requirements	Staff resources
Budget Effects	No budget effects are anticipated
Implementation Timeline	Begin December 2017; goal for completion June 2018
Proposed Implementation Steps	1. The GNSO Review Working Group to develop a definition of effectiveness, taking into consideration such criteria as participation, time standardization (e.g. UTC), and regional neutrality. 2. Staff to review GNSO Working Groups where rotations are used and provide indication of effectiveness. 3. Staff to provide this review to the GNSO Review Working Group for its consideration. 4. The GNSO Review Working Group to determine whether this recommendation has been implemented or whether further work needs to be undertaken to meet the intent of this recommendation.