

**GNSO Working Group Newcomer Open House session
TRANSCRIPTION
Thursday 10 April 2014 at 12:00 UTC**

Note: The following is the output of transcribing from an audio. Although the transcription is largely accurate, in some cases it is incomplete or inaccurate due to inaudible passages or transcription errors. It is posted as an aid to understanding the proceedings at the meeting, but should not be treated as an authoritative record.

Coordinator: Please go ahead. This afternoon's conference call is now being recorded.

Nathalie Peregrine: Thank you very much, (Tim). I'll just do a quick roll call. So good morning, good afternoon, good evening everybody. This is the GNSO Working Group Newcomer Open House Session on the 10th of April, 2014.

On the call today we have Kayode Yussuf, Klaus Stoll and Marinel Rosca. From staff we have Marika Konings, Gisella Gruber and myself, Nathalie Peregrine.

I'd like to remind you all to please state your names before speaking for transcription purposes. Thank you very much and over to you, Marika.

Marika Konings: Thank you very much, Nathalie. And hello everyone. Thank you very much for joining this GNSO Working Group Newcomer Open House Session. As we briefly discussed before this part of the meeting the original host for this session was Mikey O'Connor who is also, you know, one of the initiators of ensuring that there's more support and encouragement for those newcomers to GNSO working group efforts.

But as he has recently stepped down from ICANN activities and we haven't been able yet to identify a replacement to support us in hosting these meetings we are stuck with Nathalie and myself for today's session which I hope you won't mind and we'll do our best to, you know, make you feel at home and hopefully answer any questions you may have.

As the title already says this is really an open house session. We're here to answer any questions you may have or any topics you would like to talk about. We do have, you know, some slides put together here that take you through some of the topics that you may be interested in such as, you know, the PDP or the Policy Development Process, GNSO Working Group Guidelines, talking about, you know, picket fence.

These slides are also available after this call and will be posted so even if we don't get through these topics, you know, they definitely will be available for you to review at your leisure.

So maybe just very briefly as an introduction in addition of course to numerous volunteers that form, you know, the GNSO community and participate in GNSO working groups there is a policy support team that provides support to the activities of the GNSO working groups as well as the GNSO Council in its policy development activities.

First of all we have our - the Vice President for Policy Development who oversees all the policy development support activities across our team, which is David Olive, who's based in Istanbul Turkey.

Then it's me, Marika Konings, my name. I'm the Senior Policy Director and also the team leader for the GNSO team; those people supporting GNSO activities. And I'm based in the ICANN office in Brussels.

Glen de Saint Géry is the GNSO Secretariat who's based in Cannes in France. Then Mary Wong who's a Senior Policy Director based in the US; Julie Hedlund also a Policy Director also based in the Washington DC; Lars Hoffman who's a Policy Analyst based in the Brussels office of ICANN; Berry Cobb who supports as a consultant in our activities also based in the US; and Nathalie who's joining me here on this call as well who also supports the Secretariat operations from her home base in Nice France.

So as I said, even though it's only Nathalie and myself here on this call today and I also see that Gisella is there who also, part of her time supports GNSO activities but also spends a lot of time supporting the At Large Advisory Committee in their activities, you know, we are all here to help you and assist you in your activities.

So if at any point, you know, you have any questions or anything that comes up in between meetings or if you see us at ICANN meetings do always feel free to reach out to us and come to talk to us and ask any questions that you may have.

So as I said, you know, the goal for this session is really flexible. The agenda is completely open; it's really what you all would like to talk about. You know, one of the goals is to maybe share experiences, what have you experienced to date?

What are some of the challenges or struggles or questions you may have based on your participation in a working group so far. Are there any pressing questions? Any specific topics you would like to hear more about? And then at the end of the presentation we also have a couple of tips and tricks that may help you find your way around.

But before we dive into this and I'll give you a few minutes as well to think about if there are any specific topics you would like to talk about before I run through some of the other slides I would like to invite Nathalie to maybe first of all start a little brief introduction on Adobe Connect, how does Adobe Connect work. I think as many of you will have seen it's a standard tool we use for most of our activities in the working groups so it may be good to have a little introduction on how to work with that and play around with it in the next five minutes or so.

So, Nathalie, please go ahead.

Nathalie Peregrine: Thank you, Marika. This is Nathalie. So hello everyone. This is just a quick overview of our view of the Adobe Connect room. And I recognize a few of your names. I see also that a few of you have muted the Adobe Connect room mic so your advanced knowledge of how the Adobe Connect room works.

However, for the others just a few tips on what's possible as a participant in the Adobe Connect room. Maybe there are a few things you're slightly unsure of. So the first tip is setting up the audio in the Adobe Connect room. We always in working groups have an audio bridge set up so you can dial in in your telephone. Equally we have the Adobe Connect audio set up.

What you need to do for this is to simply activate your Adobe Connect room mic. So to do this you click on the telephone icon you have at the top toolbar of the Adobe Connect room and follow the instructions all the way down. You have permissions to accept, et cetera.

Once your activation has been successful this telephone icon will turn into a microphone icon meaning that your microphone is activated. The one thing to remember here, as you would do with your telephone, is to mute your microphone to avoid background noises.

To do that you would use the small white to the right of the microphone icon and there you have the options to mute and unmute your phone. It's very easy to check as you can see on the attendance list there if your microphone is muted you have the red mute bar across it.

If any issues during this, during a call you can use the private chat option to ask any of us for assistance, any members of staff. To activate the private chat you highlight the name of the person you'd like to exchange with so member staff, Gisella, Marika or myself, and you have the option in the dropdown menu there to start a private chat.

That means that once you've written to us our chat light will light up and we'll be able to help you without interfering in the main chat pod. This is equally helpful if, for instance, you need a last minute dial out or you're having audio issues or other requests. It's a good way to communicate in a private manner.

Otherwise other ways of taking part in the Adobe Connect room, and this isn't private, it's for everyone to see, is the option certain of you

might have see and a lot of use possibly is the raise your hand button. So that's fairly simple. It's the Raise Hand icon at the top of the toolbar.

So if you click on the white arrow to the right of that you will have an option to raise your hand and lower your hand. So raise your hand is to put yourself in a question queue or to make a comment, for instance.

It's always good to remember to lower your hand afterward because otherwise that can be confusing for the chair who might think you have a follow up question.

Also in that dropdown menu, lower than the raise hand option, you have other icons such as the green Agree arrow or the red Disagree. This can be a good way to respond to a chair's question, for example, regarding your availability at a meeting at a certain date. It's a quick way to do a poll.

So if the chair does ask a question to show approval rather than maybe write in the chat where this could be confused of other chat content is to quickly use this dropdown green button so the chair immediately knows if he's got approval or not.

That is basically all I have to say and all there is available for participants in the call. As I said the only tiny tricky thing here is the audio enabling. If you do have issues with that during calls we can always arrange one to one test. I'll put our email address in the chat right now for you. I'll do that right away.

If you are finding things tricky and would like to test your mics or new headsets, for instance, before a call starts just email at that address

and we can set up a quick 10-minute trial call beforehand so you're already and set for the working group meeting.

And that's it for me. Any questions? Okay thank you very much and back to you, Marika.

Marika Konings: Thanks, Nathalie. I'm hearing the echo, maybe also reminder indeed that of course remember to mute your computer or audio if you have your microphone on as otherwise there is an echo that's being caused.

As Nathalie said we use Adobe Connect for all of our working group sessions. You see here as well we usually use a pod to share documents that we're reviewing or discussing but sometimes we also may use it as a tool to draft certain items or capture notes to sometimes see as well that the layout may slightly differ depending on the purpose of the call and how Adobe Connect is being used.

So having had that brief introduction into, I think, the more logistical part of how we operate working groups maybe we can actually dive into some of the other elements of our discussion today. And I said, you know, please feel free to raise your hand or type in the chat if there are any specific topics you would like to hear more about.

As said what you see here on the screen as well are those, you know, the standard topics that we have covered in this presentation. I'm happy to move forward to one or the other depending on where your interest lies or where you have specific questions.

And if there's no specific topic I'll - I just suggest to run through the slides as we have been. And again, you know, feel free to interrupt me

at any time where something is not clear or if you would like some more explanations or if you have any comments or additions you would like to make.

I know many of you I think are new to this process but I know Klaus, for example, has already participated in a number of efforts and is also a member of the GNSO Council. So, you know, Klaus if at any point there is anything you would like to add or we're leaving out something feel free to add and join in.

So first of all looking at the GNSO Policy Development Process, so this is really the core or what underpins the way the GNSO develops policy recommendations. We'll briefly come to as well the difference where, you know, we have PDP or policy development working group and non-PDP working groups. I know several of you are participants in a non-PDP working group.

But we first of all focus on actual policy development process working groups. The outset or the objective of these kind of initiatives are recommendations that may result in changes to the contractual requirements of ICANN contracted parties which are registries and registrars.

And in order to be able to come to those recommendations a set process has been developed and designed to basically reflect the bottom-up consensus-based policy development way in which things are done in ICANN.

So there are a number of required steps within that process that need to be followed in order, you know, to meet the requirements that are

set out both in the ICANN bylaws as well as in the GNSO Operating Procedures where there's a specific section that's called the PDP manual that describes in great detail all the steps that need to be followed in a policy development process.

Maybe worth noting as well that even for those initiatives that are not policy development processes to a large extent they will follow, you know, the big steps of this procedure as it does provide a good way of, you know, checks and balances and making sure that there is sufficient community consultation and input throughout the process.

So this graphic provides a, you know, big high level picture of the PDP process. I think sometimes people refer to it as well as the snake. On the web site we actually have a more detailed breakdown of each of these steps as well with detailed graphics. But I think probably would take us too much time to go in that much depth. But I just want to note that if you're interested to really dive into the details you're encouraged to, you know, look at those graphics in combination with, you know, reviewing the bylaws as well as the PDP manual.

So basically at the start of a process there's always, you know, someone raises an issue. There's something that has been identified that needs to be addressed or that needs to be worked on so at that stage a request for an issue report is launched. That can either be done through a request from GNSO Council member, a request from the Board or a request from an advisory committee.

Once that request has been received or in certain cases adopted, basically the staff then is tasked to write what we call an issue report. We start off with a preliminary issue report in which the objective is

really to scope the issue. What is the issue actually about? What data or information do we have available that identifies what the problems are?

You know, have there been any research been done? Are there any positions known on this specific topic? Is it considered within scope of the GNSO to address? And are there any further considerations that need to be taken into account in order for the GNSO Council to decide on whether or not to initiate a policy development process on that.

That preliminary issue report is put out for public comment to really make sure that everyone has an opportunity to review the information that we've been able to gather and be able to identify whether we, you know, did we overlook something? Did we miss something? Did we misstate something? And also express an opinion on whether or not a PDP should be initiated on the topic or not.

Based on that feedback received through the public comment forum staff will then produce a final report which is then submitted to the GNSO Council for its consideration and a vote on whether or not to move forward with a PDP or not.

Just a little caveat there that in the case of Board-initiated policy development processes there actually is no GNSO Council intermediate vote but it goes straight into the policy development process.

Then it basically moves into the phase where you all come in. After the Council initiates - officially initiates the policy development process the next step is the development of the charter. And typically a drafting

team is formed for that effort in which basically the scope of the effort is outlined which is typically to a large extent based on what is in the issue report and really outlines what are the specific questions the PDP is expected to address and provide recommendations on.

Once the charter is adopted a working group is formed. And as you, I think, all know, the GNSO working groups are open to anyone interested to participate in. The only requirement there is is to complete a Statement of Interest which basically outlines what is your affiliation? Do you have any specific interests that people at least should be aware of?

We don't operate on the base that if you have an interest you're not allowed to participate; it's actually the opposite, it's more about the transparency and accountability so people know at the outset whether you have a specific stake or interest in the outcome of the process so that's clear as the deliberations go on.

Very important as well at the start of a working group is outreach to other interested parties such as other GNSO stakeholder groups and constituencies as well as ICANN supporting organizations and advisory committees really in an effort to try to gather as much information and opinions as possible at the start of the process.

And I think as you know many of you have, you know, have joined working groups that have just gotten started. That is typically one of the first steps that a working group will start focusing on in addition to, you know, making sure that everyone's aware and briefed on what the actual issue is and all the information available starting to reach out to

the broader community to make sure that all the information is available as the working group starts its deliberations.

So based on the input received further discussions in certain cases may also involve, participation of experts or, you know, additional research or data gathering. At a certain point in time the working group believes it's at a stage where it's ready to share its initial findings and initial recommendations with the broader community and at that point an initial report is published for public comment.

Again, usually in accompanying with the publication there is either a Webinar or public session at ICANN meeting again really intended to make sure that as broad community as possible can look at the proposed recommendations and provide input on whether or not these recommendations are indeed addressing the issue - the problem identified whether there are any issues that have been overlooked, whether there are any further issues that need to be considered as part of the working group's report.

So based on the feedback the working group then will go back to its work and take all that input into account. They also have an obligation to respond to those comments or indeed demonstrate how they have been considered and what was done with those. And based on that the working group then will eventually produce a final report.

And that final report is then submitted to the GNSO Council who deliberates on the recommendations. GNSO Council also serves as the manager of the policy development process so one of their responsibilities at that stage is to make sure that the process was

followed, there were no, you know, process lapse, all the steps were met as required.

And they will deliberate on the recommendations and decide on whether or not to adopt these results. (Unintelligible) the Council if they believe that certain things were overlooked or the process was not followed to actually give it back to the working group for further consideration.

Following the adoption by the GNSO Council the recommendations are again put out for public comment prior to Board consideration. Again, there's an opportunity for the Board to appreciate whether there are any further input that wasn't considered or any considerations they need to be taking into account as they consider the recommendations.

Once that has happened all the information is sent over to the ICANN Board and, you know, presuming they adopt the recommendation it then goes into implementation which is directed toward staff who typically works with implementation review teams which consist of community members on developing the actual implementation plan which in due time is then also put out for public comment and input following which the policy is then finally implemented at a certain date.

So again this is at a very high level the way policy development works within the GNSO. As said there's a lot of flexibility in the process. There are many ways in which working groups, for example, can organize workshops, reach out for public comment, you know, have further conversations with experts. But there are a couple of minimum requirements that do need to be fulfilled.

As said one of them is reaching out to GNSO constituencies and stakeholder groups to ask for their input and most of them typically will submit formal statements expressing their views on the topic or sharing information or data that will help the working group in its deliberations.

A working group is also required to formally seek the opinion of other ICANN advisory committees and supporting organizations early on in the process. And again I think that's as well a recognition that it's very helpful to have those views expressed at an early stage in the process instead at the end game where recommendations may have already been formed and it's much harder at that stage to make any changes.

So again I think it's a real encouragement to everyone involved to provide information and feedback at an early stage so that it can all be considered and addressed by the working group.

The development of initial report and public comment on that is a requirement. Again, should a working group decide to have different iterations of a report they can do so should they decide to have more public comment forums on certain questions or certain documents they can do that.

Another requirement, as I mentioned before, is reviewing comments. I think it's as well a recognition that many people spend a lot of time in actually developing positions or providing comments so working groups take that very seriously and really go through the comments one by one trying to address or respond to those comments and also indicate, you know, whether or not they've actually made changes based on those comments.

In certain cases comments may be, you know, endorsements of certain positions so there's no need to make changes but in other cases specific changes may be suggested and depending on whether the working group has already considered the issue or agrees or disagree with that position, you know, they may make changes as a result of that. And then again, you know, the final report of course is one of the other requirements.

So if you really want to have more details on the PDP and all the different steps and the nuances in that Annex A of the ICANN Bylaws outlines the GNSO Policy Development Process at a more higher level. The details of those are then further incorporated in the PDP manual which is part of the GNSO Operating Procedures.

And as said there's some additional graphics that we've provided that provide more detail on each of the steps that you just saw at a high level in the snake, as such, which you can find on the link that's - where the PDP overview on the GNSO web site.

So let me pause here a second to see if there are any questions on this specific topic? Seeing no hands moving on then to the topic of the consensus policy and the picket fence.

These may be terms that you've heard before in conversations talking about the GNSO. And as I had mentioned before the PDP is required to be used in those cases where policy recommendations are developed that are intended to result in changes to the contract that ICANN has with its contracted parties.

And that is what we call consensus policy. So those are specific requirements for consensus policies to go through a PDP. For other recommendations a PDP may be used but it's not a requirement however if the desired outcome is a consensus policy a PDP is a requirement in order for that to be binding on contracted parties.

So as I mentioned before ICANN-accredited registrars and registries are linked to ICANN through contracts that we have with each other. And you can find the agreements there.

Within those contracts there's a specific section that talks about consensus policy. It's a certain number of topics on which ICANN can develop policies through the PDP that in turn can be binding on registries and registrars provided they have followed the process.

It's quite a unique situation and I think if you talk to contracted parties they often refer to this - because of course it's quite unique that they sign a contract with ICANN that has a provision in there that says there may be new requirements on you but we cannot say - we cannot tell you yet what those may be; you'll only find out later.

So that's a bit of a unique situation and that's as well why the PDP as such as a, you know, very specific process and specific requirement to get to that stage as it has a big impact of course on contracted parties.

And then here in the footnote as well in order to understand the specific limitations and topics on which these consensus policies can or may apply you should refer to the bylaws as well as the contractual agreements that have further details on those topics.

I think this is what I basically briefly explained. And here you see some examples of what those policies may refer such as issues for which uniform or correlated resolution is reasonably necessary to facilitate interoperability, technical stability and/or stable operation of the Internet or Domain Name System, registry or registrar policies that are reasonable necessary to implement consensus policy and resolution of this piece regarding the registration of domain names.

And you can see for example about the UDRP which is a consensus policy. And again, you know, the detailed topics you can find in the actual registry and registry agreements that outline which topics would qualify for consensus policy development.

So it's important to note as well that of course certain topics do not fall under that category so there are certain topics where it is not possible to actually develop contractually binding consensus policies through this process.

So then maybe briefly mention as well because I think this is an other term that in this context is often used which is called, you know, picket fence. And I think it's term that, you know, to many may sound confusing but basically that it is intended to mean is really the general policy making authority that has been granted to ICANN to preserve the stability and security of the DNS and the policy authority that is described in the previous slide that creates basically a picket fence around ICANN's authority and as well specifically limited to those specific topics that consensus policy can be developed on.

And, Klaus, I see your hand up but let me just cover the second bullet on this one. So as I mentioned before so through, you know, GNSO

policy development there are other activities, there are still mechanisms to establish policy recommendations or best practices that may affect issues outside the picket fence, outside those specific topics that are listed in the ICANN agreement.

But there's no mechanism to mandate those policies or require compliance from registries and registrars as a consensus policy as such. There may be other mechanisms by which ICANN could encourage or promote adoption but we could not necessarily mandate it as is the case when we would be talking a consensus policy as such.

Klaus, please go ahead.

Klaus Stoll: Yeah, Nathalie, thank you very much. That's very straightforward and clear. But maybe it would be more helpful if you could give actually some examples for what's inside the consensus policy; what can be included and what can't be included.

Because I think the biggest problem there is that there is - on the one side there are some clear markers, on the other hand it's not clear what's inside and outside. And I think one of the big discussions always in a PDP is it inside? Is it outside? What goes under consensus and what doesn't go under consensus? So it might be helpful if you would be able to give some concrete topics or examples for what's inside and what's outside.

Marika Konings: Sure, so this is Marika again. I do have to say that there is a slight difference between what is in registry agreements and in registrar agreements because of course both of those parties submit - have

different functions within ICANN ecosystem but there are also some overlaps.

But, you know, looking, for example, at the - what is currently in the 2013 RAA, you know, it talks about things that, you know, consensus policy shall relate to one of the following registrar policies reasonably necessary to implement consensus policy related to the gTLD registry.

Resolution of this piece regarding the registration of domain names as opposed to the use of such domain names. So, I mean, most of the categories are relatively broad. And I think, Klaus, as you already referred to, in certain cases these are, you know, open for interpretation or discussion.

But I think within those to give you some concrete examples, you know, existing consensus policies, for example, are the Inter Registrar Transfer Policy. So basically that relates to how domain names are transferred from one - domain name registrar to another.

For example, the post-expiration domain name recovery that talks about, you know, what are the requirements for registrars to notify registrants when their domain name is about to expire.

You know, some of the other topics that are specifically identified are, you know, principles for allocation of registered names in a TLD so, you know, renewal, the holding period, expiration.

It also mentions, for example that, you know, it could include prohibitions on warehousing or on speculation domain names by registries or registrars. But that is, for example, a topic that we haven't

had any policy development on or there's currently no consensus policy that addresses that specific issue.

You know, maintenance of and access to accurate and up to date information concerning registered names and name servers that, for example covers Whois and the Whois policies that are related to it.

You know, transfer of registration data upon a change of registrar sponsoring one or more registered names. And again that's the Inter Registrar Transfer Policy.

So I think in most if you look at the topic there quite specific but of course it doesn't necessarily prescribe how, you know, such a consensus policy may look. It just talks about the - which the general topics that are eligible for consensus policy and development.

It may be worth noting as well that there are - it does also indicated which topics are not are specific topics that are not eligible for consensus policy development such as prescribing or limiting the price of registrar services, modifying the limitations on temporary policies, or modifying the provisions in the RAA regarding terms or conditions for the renewal, termination, or amendment of the RAA or fees paid by registrar to ICANN.

So it also includes certain topics that are very specifically excluded from consensus policy development.

But as I referred to before for example there are, you know, certain areas where depending on who you ask there may be different interpretation of what that means.

And I can give you one example where I think we did stumble across that issue in relation to resolution of piece regarding the registration of domain names.

Where in a working group I think a couple of years back actually we had extensive discussion on what those registration of domain names mean.

Does that mean the act of registration - registering the domain name or the registration of the domain actually means the whole term during which a registration is held?

So again I think it's really interpreting of words which of course would affect as well potential outcomes.

So that's why throughout a policy development process certain questions of scope and enforceability may come up because again, you know, one of the important reasons why it's important to make sure that indeed it's within the scope of the picket fence is that if it's not if you come out at the end of the day it may be that a policy recommendation would not be enforceable as it does not fill within that authority that, you know, has been granted to ICANN too, you know, and act on those consensus policies.

And, you know, things where a lot of lawyers probably get involved if that happens but I think in most of the instances, you know, it is pretty straightforward and some of the topics are there specific.

So I'm trying to say I don't think we have any recent incidences where there was a disagreement on whether or not something was suitable for consensus policy development or not. So does that answer your question Klaus?

Klaus Stoll: Yes. Thank you very much. I think it's really helpful to see a concrete example what's in and what's out especially because we always like to look at policy PDPs things to get our special interest done and some decision on but then we find out it's actually absolutely not in the PDP agreement. So it's better to be clear right from the start what's in and what's out. But once again thank you very much for that.

Marika Konings: Yes and thanks Klaus. And that's a very important point. And I think as well and then, you know, it's one of the elements you didn't maybe see on the (unintelligible) but really before actually diving into an issue and then as the conversation we're trying to have as well at the council level you need to determine do you really need a PDP to address the topic because there are other ways in which, you know, the council can undertake or that GNSO can undertake work on certain topics without, you know, having the requirement to go through all the steps of the policy development process. Indeed if you already know at the outset that your outcome is not intended to be a consensus policy.

And a very concrete example here is and I think that I think, you know, several of you on the call today are members of the data and metrics for policymaking working group.

That is one of the initiatives for example where it is recognized that it's a really important topic of having, you know, data at the start at the outset of policy development processes or non-policy development

processes as well as, you know, metrics to actually measure the success or lack thereof of policies that have been developed.

It's really crucial and, you know, in these activities however that doesn't necessarily require any contractual changes to the registries or registrar agreements or any kind of enforcements from ICANN side hence the non-PDP nature of that working group and as you may see on the GNSO activity list there quite a number of non-PDP working groups that are active and operating.

Again refocusing on issues that have either no relationship whatsoever with the contracts that ICANN has with contracted parties, you know, for example looking at improvements to the PDP, or, you know, the GNSO review, those it really topics that have no relationship whatsoever with the agreement that ICANN has.

And, you know, and there are numerous other topics that do specifically relate to the contracts that ICANN has and those are then done in the form of a policy development process such as the work that's going on in the inter-registrar transfer policy for example.

There's a working group looking at translation and transliteration of contact information specifically relating to Whois as well.

And then we're looking as well at, you know, privacy and proxy services accreditation, you know, again another policy development process that is ongoing.

So moving on and if you want to know more about consensus policy we do have as well a specific web site with more information.

And I think there's also a presentation that was provided by Margie Milam a while back that goes even into more specificity in relation to indeed which topics are in the picket fence and which ones are outside.

And I probably should have prefaced this always saying I'm not a lawyer so don't hold me liable to anything I've said in this presentation.

But again, you know, have a look at that and I think there is more detail there if you're interested in this specific topic.

But maybe very briefly looking at GNSO working group guidelines and I'm aware that we're running out of time so I think I'll just go very briefly through this.

In addition to the PDP manual which basically prescribes how policy development process is supposed to be run and which are the required elements of that process that part of the operating procedures consists also the GNSO working group guideline. So that basically is kind of a manual for how working groups are expected to operate and function.

So I think it's something that, you know, at the start of every working group a brief introduction to those working group guidelines is provided and, you know, linked your all encouraged of course to review those documents and materials as well before you start participating in working group. So and I said, you know, it's really to assist working groups to optimize productivity and effectiveness.

And so then to give you an idea of what is covered in there it talks about, you know, how should the first meeting of a working group be run and what are the typical working group roles and responsibilities.

I think it provides some more detail as well for example what is a chair expected to do? What could be the goals of the vice chairs? What are the responsibilities of working group members and, you know, what is the role that staff plays in a working group?

And it talks about how you may want to use sub-teams, briefings, and subject matter experts.

It talks about participation and representativeness. And it's very important as well that of course there's active participation and (unintelligible) presentation in a working group and that it's not skewed, you know, to one group or another.

It talks about process integrity behavior and norms. I think one of the most important elements probably and that is also very relevant to a PDP working group is the standard methodology for making decisions.

And it really talks about how the different level of consensus are assessed in a working group process and what the role of the chair is in that.

Also how can you challenge if you believe your views are being misrepresented or if the chair is not doing his job.

You know, what are the appeals processes that working group members have should they feel that, you know, decisions are not taken in a neutral manor or certain views are not being respected?

It talks as well about, you know, what are some of the communication and collaboration tools working groups use and the typical products and output of working groups.

I sort of think this is, you know, the standard methodology for decision making is, you know, one it's a very important element of that.

The chair plays a very important role in that. It's a very iterative process determining the level of consensus.

Basically I think at a certain stage in the working group process there's a realization that either, you know, it's come to the end and there's broad agreement on what the recommendation should be or it's clear that there's no move to be in agreement and an assessment needs to be made on where the support level lies.

And again, you know, the chair plays a very important role in that and making sure that everyone feels involved and agrees with the assessments that are being made.

So in the current designation that we have is full consensus basically everyone agrees, consensus where everyone most agree but only a small minority may disagree, a strong support but significant opposition where it's really more a split view (evergence) where there basically is no agreement.

And as well a minority of you were a certain group or individual want to express a specific position and have that included in the working group report for reference.

Again if you want to read up on the GNSO working group guidelines there's a summary available as well as the full document which can be found and (unintelligible) you see here.

So very briefly as we're going towards the end of our call as some tips and tricks. So, you know, finding your way around I mean there are a lot of materials available.

I think I've already talked about a number of links service some different documents. But, you know, your first starting point for anything GNSO related is of course the GNSO web site which you can find at gnso.icann.org.

And it's hopefully organized in such a way that it makes it easy for you to find your way around and find information on recent projects as well as past projects as well as, you know, the operating procedures as well as links to correspondence and draft materials.

And as mentioned before, you know, review of the core materials. I think it's really crucial as you start working in the GNSO.

Make sure that you're familiar with the operating procedures as well as the working group guidelines and the PDP manual.

And I know from staff side we really tried to do our best as well at the start of a working group, you know, to take people through that but it's

a lot material so but it's very important so everyone has, you know, start at the same level of understanding of what is required and what is supposed to happen.

And as Klaus points out, as well most important to really talk with the veteran. And, you know, I think in every working group you'll see as well I've said, you know, staff is always available to answer questions or, you know, provide further information.

But do feel free as well to reach out to your co-working group and members and, you know, either within your constituency or group or where you see that, you know, certain members have been around for a long time.

And, you know, I know as well many of them are very happy to talk with me about their experiences and provide you with their hints and tips on how to, you know, provide the GNSO Working Group.

We also have a lot of like basic introduction materials, the GNSO 101 materials that you can find on the web site that talk about, you know, what is the role of a council member, what is a working group and really try to, you know, take you through some of the basics.

And to give you an idea about the topics that is used to work - works on, you know, have a look in the GNSO project list.

And if your interest for example, in joining all the efforts that's a good - provides you a good overview of what topics we're looking at and as well what stage of the process these activities are.

And I think I'm -I haven't been too bad today in using too many acronyms, but I think most of you will know as well that ICANN consists mainly of acronyms.

There is an acronym helper that you can find and on GNSO homepage. So if you have any questions or doubts on what an acronym man mean you can go there.

But also, you know, feel free in any discussion to either raise your hand or just type in the chat, you know, what does that mean?

I think we're all very aware that, you know, we have a lot of newcomers coming in and they may be throwing out terms. The obvious to everyone, but may not be so obvious to someone who is just new.

So please feel free at any point to either raise your hand, you know, type them in the chat. Or, you know, send us a private chat if you don't feel comfortable asking it in the full working group discussion.

You know, just drop us a (unintelligible) to know and say, you know, what does that mean IRTP or where can I find more information?

And ICANN Learn which is a new initiative, which provides training materials and tries to I guess home to many presentations that we've already provided and also provides the opportunity for community members to develop training that where they believe more information is needed or helpful.

And so we're really hoping as well that we'll get more GNSO specific training materials. And it's one of the errors we'll be looking at over the

next couple of weeks and months to make sure as well that when newcomers come in in addition to, you know, for example these newcomer sessions we can actually point people to a page where, you know, we believe certain training materials are available that, you know, may be helpful in getting to know your organization and finding your place basically.

And I think yes, coming back to Klaus (unintelligible) before, you know, find an experienced working group member even from your stakeholder group of constituency, you know, to provide guidance or answer questions.

I think a lot of stakeholder groups and constituencies are also very active in trying to make sure that newcomers and, you know, find a way in and are - get familiar with, you know, what it takes to work and working group member in working groups in the GNSO.

As I said, you know, contact the GNSO policy staff. We're really here at your disposal. We're covering many different time zones. So I think there's always someone awake that will be able to help you with your question.

And we know that, you know, coming into certain working groups, especially when there are a lot of old-timers already in there maybe for some people sometimes feel that they're, you know, it's just stepped on board (unintelligible) the one car that's very way ahead while, you know, you're still trying to do, you know, get in touch with what it's actually all about.

So we know it is - can sometimes be very daunting. And we really hope that we can just be here and serve as well is a bit of support for you to make sure that, you know, you do find your way around and sooner rather than later you'll also be one of those old-timers that will be a helping hopefully others in joining these efforts and feeling at home and getting - finding their way around and, you know, talking to the right people and reading the right - and materials.

So I think that's all I had - have for you today. I'm happy to take any questions or if there any other topics you think we should be including for future sessions.

I said, you know, we're running these newcomer open house sessions on a monthly basis. So if you feel that, you know, between now and the next month there are some specific questions are you just would like to have a chat because I know I've been doing a lot of talking today but, you know, if you say look, I've seen the slides already.

I prefer now just to, you know, here Klaus talk about his experience or to talk about her experience in that working groups that's something we can definitely do as well.

And I said these calls are really intended for you, as a community to come, you know, the right (unintelligible) as you think best fit. And with that I'd just like to open the floor and see if you have any questions or suggestions.

Olivier please go ahead.

Oliver Crepin-Leblond: Yes hi everyone. It's Olivier Crepin-Leblond speaking. Can you hear me?

Marika Konings: Yes I can.

Oliver Crepin-Leblond: Excellent. I've just turned on, just connected my mic.

Okay, just a question on the session itself. These are GNSO welcome sessions. Are these available for everyone to participate in because I was thinking of sending a few of our people in At-Large over to the session.

I very much enjoyed it. And I think - I learned a few more things about the GNSO. And I think it's important now that the GNSO is opening many of its working groups to have non-GNSO members specific people, you know, to join some GNSO Working Groups there.

I notice there have been a lot of calls. And unfortunately, there's been very little response within our ranks and At-Large because people are not quite aware of how the GNSO works. I would've thought this is really helpful for them.

Is - this welcome, GNSO welcome Webinar open for everyone?

Marika Konings: Yes, definitely. I mean, the main objective of this is really to try, you know, new members to working groups to make them feel at home and make them familiar with, you know, some of the procedural aspects.

But, you know, anyone that wants to learn about that GNSO and just hear what we do because I think, you know, part of the objective as

well so people actually understand what it may take to volunteer for a working group.

So really want to make sure as well that people when they volunteer their time even if there are working group member or if it's a chair you get a better appreciation of what it may entail and what is required.

But, you know, the more we can brief as well on what did GNSO does, you know, the more the merrier so yes, definitely open to anyone interested.

And just to note as well like as you said, you know, I think maybe for the last couple of years most of the GNSO efforts are open to anyone interested to participate.

And again, you know, if there's anything you can do as well to help us reach out to broader communities and groups to make sure people understand that and are aware that, you know, anyone can join us that would be more than helpful.

Klaus?

Klaus Stoll: Yes, thank you. I think what we should do or try should to do I think the key question of people yes, everything is open and everybody's welcome. But we also should try to make it as relevant to everybody who we want to join.

So maybe (unintelligible) change that we need to have also session on slides and formalities like Cintra just mentioned and half as a session

of really people can have question or say something under open discussion on things and their experiences in the working groups.

Because I think listening to all that stuff and reading all that stuff is really daunting. Some people might think I mean that's really not for me.

But sharing the experiences of people who are in the working groups or want to go into the working groups or have something in mind makes it much more attractive and much more lively and interesting for people.

So as a formal change I would say let's have it in half an hour presentation and a half an hour open discussion.

Marika Konings: Thanks guys. I think it's a really good suggestion. You know, I said we've scrambled a little bit for this one because I think, you know, Mikey in the past has been kind of following or also filling that role of good experienced working group member.

But I think looking ahead, you know, (Leslie) and I can maybe think about how can we can maybe reduce the core of the presentation indeed to the half hour and then see if we can encourage some of, you know, the existing, you know, working group members and chairs or councilmembers to have a kind of rotation where people actually attend the call and are able then indeed for the second half hour to lead the discussion and have a bit more open Q&A.

So I think that's a really good idea. So I think that's now we'll work in that and then - and hopefully you'll be willing to be one of those volunteers to, you know, to run a Q&A as part of these meetings.

And to Cintra's point, I think, you know, what may be helpful because I think she's asking about, you know, how procedure and operate and document ICANN bylaws and GNSO operating procedures actually link with charters of constituencies on stakeholder groups.

And maybe for that it may be helpful to include I think the GNSO structure slide that we have with the houses and basically explain maybe that you have here the council which is the manager of the policy development process and, you know, to which the operating procedures apply to the PDP manual and working group guidelines.

But underneath that, of course, you have different structures and each have as well their own charters and operating procedures.

And some of the requirements do flow from the GNSO operating procedures as well but that there's indeed more structure to it than just the GNSO council. So maybe including that slide will be helpful to demonstrate and that.

And Klaus is that a new one or an old hand?

Klaus Stoll: That's an old one, and a new one. Yes, if I'm getting volunteers I'm ready to help. And I threatened to tell you start the sessions with anecdotal stories from my working group life, which is sometimes hilarious, but sometimes also very depressing.

Marika Konings: As long as you don't scare anyone away I would say. But thank you for volunteering.

And I said, you know, and (Leslie) and I will work on reformatting I think the slides. And we can have some of the core slides and put I think the best in the annex. So I need to make sure that we leave half an hour for discussion. And still, if people want to come back to certain topics we can do that as well.

If there are no further questions I would just like to thank you all for your participation.

And as I said, if you have any further questions, either immediately after this call or over the next couple of weeks, you know, we're running these calls on a monthly basis. So feel free to join the next session again if you have any further questions or needed to hear some of these things one more time because I know it's a lot of information we provided today.

And, you know, many times feel free to reach out to any of us and we'll do our best to point you in the right direction.

So what that then, you know, thank you all for participating and hope to see you soon at the next GNSO working group or a newcomer session. Thank you all.

END