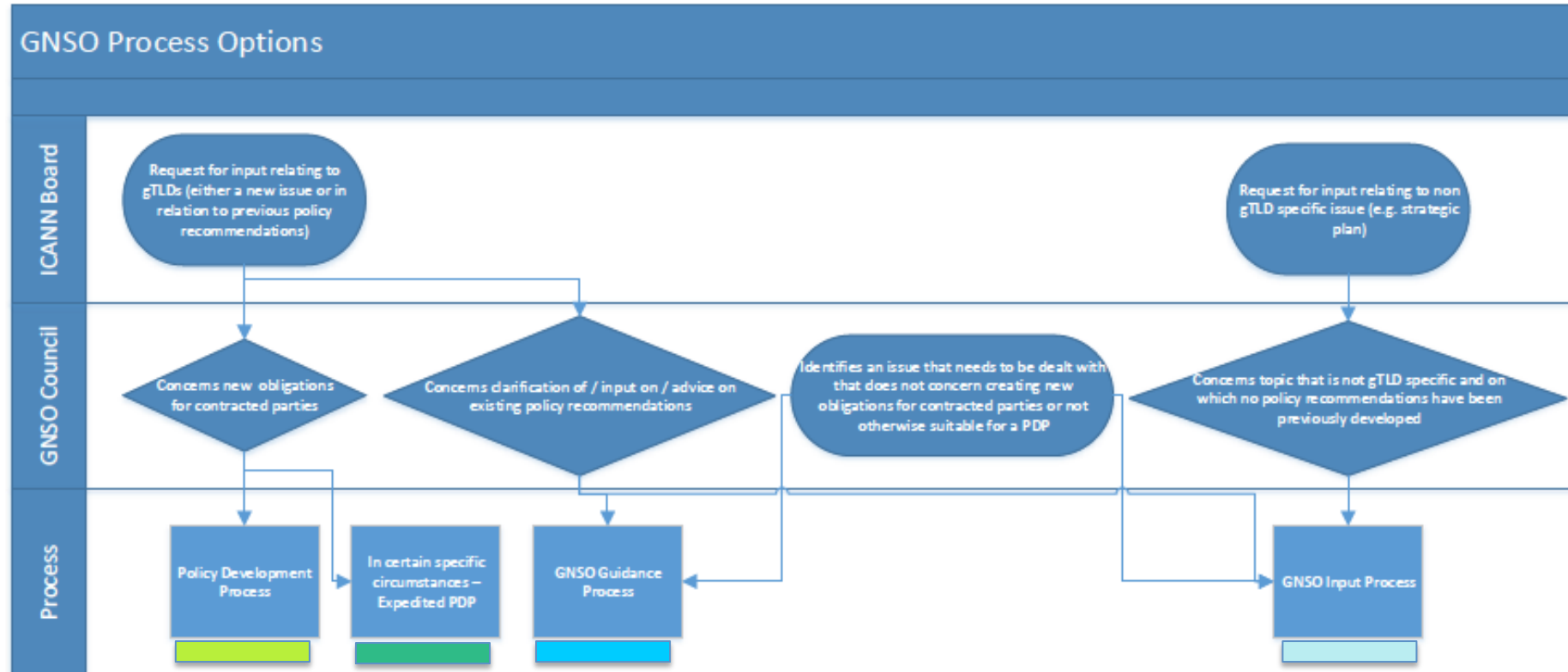


## GNSO Policy Processes – GNSO Council Cheat Sheet<sup>1</sup>

### GNSO Process Options – Process Flow



<sup>1</sup> For full details, please see ICANN Bylaws – Annex A, A-1, A-2 and the GNSO Operating Procedures, especially the PDP, GGP and GIP Manuals.

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## High level summary of GNSO Policy Processes

	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
Scope	The intended outcome of the PDP is <b>expected to create new “Consensus Policy”</b> recommendations including, but not limited to, any new contractual obligations for contracted parties. For further information concerning what is in scope for “Consensus Policy”, please see: <a href="http://gns0.icann.org/en/basics/consensus-policy/about">http://gns0.icann.org/en/basics/consensus-policy/about</a> .	An EPDP may be initiated by the GNSO Council only in the following specific circumstances: (1) <b>to address a narrowly defined policy issue that was identified and scoped after either the adoption of a GNSO policy recommendation</b> by the ICANN Board or the implementation of such an adopted recommendation; or (2) <b>to provide new or additional policy recommendations on a specific policy issue that had been substantially scoped previously</b> , such that extensive, pertinent background information already exists, e.g. (a) in an Issue Report for a possible PDP that was not initiated; (b) as part of a previous PDP that was not completed; or (c) through other projects such as a GGP.	A GGP may be initiated by the GNSO Council <b>when a request for input relating to gTLDs (either a new issue or in relation to previous policy recommendations)</b> has been received from the ICANN Board or a gTLD issue has been identified by the GNSO Council that would benefit from GNSO Guidance, and it has determined that the intended outcome of the GGP <b>is not expected to create new “Consensus Policy”</b> recommendations including, but not limited to, any new contractual obligations for contracted parties (in which case a PDP would need to be initiated). However, the GGP may provide interpretation or assist in providing clarity with regards to the implementation of GNSO policy recommendations.	A GIP is the process through which the GNSO <b>provides input on matters that may not involve gTLD policy</b> , for example in response to a request from the ICANN Board or in response to a public comment forum as further described in this GIP Manual. Any such requests should include as much information as possible.  A GIP may be initiated by the GNSO Council at any time it considers appropriate, for example, when a request for GNSO input is received from the ICANN Board or other entity that does not involve the creation of new obligations for ICANN contracted parties and does not relate to a topic otherwise suitable for a GNSO Policy Development Process or GNSO Guidance Process, for example providing GNSO Input to a public comment forum.
Request for Issue Report (PDP) / Request for	A request for an Issue Report may be initiated upon Board,	The request to initiate an EPDP must be accompanied by an	The request to initiate a GGP, a GNSO Council member must	To initiate a GIP, a GNSO Council member must submit a request

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	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
<b>Initiation (EPDP, GGP, GIP)</b>	<p>Council or Advisory Committee request.</p> <p>The recommended format of requests for Issue Reports is as follows:</p> <ol style="list-style-type: none"> <li>1. Name of Requestor</li> <li>2. Name of SG/C/AC (if applicable) in support of the request</li> <li>3. Please provide rationale for policy development</li> <li>4. Brief explanation of how issue affects your SG / Constituency / Advisory Committee</li> <li>5. Suggestions on specific items to be addressed in the Issue Report (if any)</li> <li>6. Please provide a concise definition of the issue presented and the problems raised by the issue, including quantification to the extent feasible</li> <li>7. What is the economic impact or effect on competition, consumer trust, privacy and other rights:</li> <li>8. Please provide supporting evidence (if any)</li> </ol>	<p>EPDP scoping document, which is expected to include at a minimum the following information:</p> <ol style="list-style-type: none"> <li>1. Name of Council Member / SG / C;</li> <li>2. Origin of issue (e.g. previously completed PDP);</li> <li>3. Scope of the effort (detailed description of the issue or question that the EPDP is expected to address);</li> <li>4. Description of how this issue meets the criteria for an EPDP, i.e. how the EPDP will address either: (1) a narrowly defined policy issue that was identified and scoped after either the adoption of a GNSO policy recommendation by the ICANN Board or the implementation of such an adopted recommendation, or (2) new or additional policy recommendations on a specific GNSO policy issue that had been scoped previously as part of a PDP that was not completed or other similar effort, including</li> </ol>	<p>submit a motion accompanied by a GGP scoping document to the GNSO Council, which is expected to include at a minimum the following information:</p> <ol style="list-style-type: none"> <li>1. Name of Council member / SG / C</li> <li>2. Origin of issue (e.g. board request)</li> <li>3. Scope of the effort (detailed description of the issue or question that the GGP is expected to address)</li> <li>4. Proposed GGP mechanism (e.g. WG, DT, individual volunteers)</li> <li>5. Method of operation, if different from GNSO Working Group Guidelines</li> <li>6. Decision-making methodology for GGP mechanism, if different from GNSO Working Group Guidelines</li> <li>7. Desired completion date and rationale for this date</li> </ol>	<p>to the GNSO Council that includes at a minimum the following information:</p> <ol style="list-style-type: none"> <li>1. Name of Council member (SG/C)</li> <li>2. Origin of issue (e.g., Board request)</li> <li>3. Scope of the effort (description of the issue or question that the GIP is expected to address)</li> <li>4. Proposed GIP mechanism (e.g. WG, DT, individual volunteers – hereinafter referred to as the “GIP Team”)</li> <li>5. Method of operation, if different from GNSO Working Group Guidelines</li> <li>6. Decision-making methodology for the GIP Team, if different from GNSO Working Group Guidelines</li> <li>7. Desired completion date and rationale for this date</li> </ol>

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	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
	<p>9. How does this issue relate to the provisions of the ICANN Bylaws, the Affirmation of Commitments and/or ICANN's Articles of Incorporation</p> <p>10. Date submitted</p> <p>11. Expected completion date</p>	<p>relevant supporting information in either case;</p> <p>5. If not provided as part of item 4, the opinion of the ICANN General Counsel as to whether the issue proposed for consideration is properly within the scope of the ICANN's mission, policy process and more specifically the role of the GNSO;</p> <p>6. Proposed EPDP mechanism (e.g. WG, DT, individual volunteers);</p> <p>7. Method of operation, if different from GNSO Working Group Guidelines;</p> <p>8. Decision-making methodology for EPDP mechanism, if different from GNSO Working Group Guidelines;</p> <p>9. Target completion date.</p>		
<b>Voting threshold request for an Issue Report by GNSO Council member</b>	Create an Issues Report: requires an affirmative vote of more than one-fourth (1/4) vote of each House or majority of one House.	N/A	N/A	N/A
<b>Voting threshold initiation</b>	Within Scope (as described in Annex A of the ICANN Bylaws): requires an affirmative vote of more than one-third (1/3) of each House or more than two-	Requires an affirmative vote of a GNSO Supermajority.	Initiation of a GGP requires an affirmative vote of more than one-third (1/3) of each House or more than two-thirds (2/3) of one House.	Any Council member can request that a GIP is initiated following the steps in section 3. A Council vote is not required to initiate a GIP, except in the situation

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	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
	<p>thirds (2/3) of one House. Initiate a PDP Not Within Scope: requires an affirmative vote of GNSO Supermajority.</p>			<p>where one or more GNSO Council members object to the initiation. In such an instance, the GNSO Council may initiate the GIP if the default threshold to pass a GNSO Council motion (a simple majority vote of each House) in favor of initiating the GIP is achieved.</p>
<b>Initiation following request by the Board</b>	<p>If the Board requested an Issue Report, the Council, within the timeframe set forth in the PDP Manual, shall initiate a PDP. No vote is required for such action.</p>	N/A	<p>Furthermore, upon a formal request of the ICANN Board which is expected to include at a minimum a detailed description of the issue or question that the GGP is expected to address, the GGP will be automatically initiated, unless the GNSO Council votes against the initiation of a GGP which requires a requires an affirmative vote of a GNSO Supermajority.</p>	N/A
<b>Approval of Charter</b>	<p>The proposed PDP Charter is to be approved with an affirmative vote of vote of more than one-third (1/3) of the Council members of each House or more than two-thirds (2/3) vote of one House in favour of approval of a Charter for a PDP within scope; unless the Staff</p>	Idem as PDP	N/A	N/A

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	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
	<p>Recommendation stated that the issue is not properly within the scope of the ICANN policy process or the GNSO, in which case a GNSO Supermajority Vote as set forth in Article X, Section 3, paragraph 9(c) in favour of approving the PDP Team Charter is specified to approve the PDP Charter.</p>			
<b>Requirements for WG/DT</b>	<ul style="list-style-type: none"> <li>Formally solicit statements from each Stakeholder Group and Constituency in the early stages of the PDP</li> <li>Seek input from other SOs and ACs</li> <li>Encouraged to establish communication in the early stages of the GGP with other departments, outside the policy department, within ICANN that may have an interest, expertise, or information regarding the implementability of the issue</li> <li>Publish Initial Report (for required elements see PDP Manual) for public comment</li> <li>Review and analyse comments received</li> </ul>	Idem as PDP	<ul style="list-style-type: none"> <li>Formally solicit statements from each Stakeholder Group and Constituency in the early stages of the GGP</li> <li>Encouraged to formally seek the opinion of other ICANN Advisory Committees and Supporting Organization</li> <li>Encouraged to establish communication in the early stages of the GGP with other departments, outside the policy department, within ICANN that may have an interest, expertise, or information regarding the implementability of the issue</li> <li>Publish Proposed GNSO Guidance Recommendation for public comment</li> </ul>	<ul style="list-style-type: none"> <li>Encouraged to solicit input from each Stakeholder Group and Constituency in the early stages of the GIP.</li> <li>Encouraged to seek the input of other ICANN Advisory Committees and Supporting Organizations, if deemed relevant and as appropriate</li> <li>After collection and review of information, the GIP Team and staff are responsible for producing the Proposed GNSO Input. At a minimum, this should include the proposed recommendation(s), if any.</li> <li>Public comment is optional.</li> </ul>

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	<ul style="list-style-type: none"> <li>Publish Final Report</li> </ul>			
<b>Initial Report Requirements</b>	<p>The Initial Report should include the following elements:</p> <ul style="list-style-type: none"> <li>Compilation of Stakeholder Group and Constituency Statements</li> <li>Compilation of any statements received from any ICANN Supporting Organization or Advisory Committee</li> <li>Recommendations for policies, guidelines, best practices or other proposals to address the issue</li> <li>Statement of level of consensus for the recommendations presented in the Initial Report</li> <li>Information regarding the members of the PDP Team, such as the attendance records, Statements of Interest, etc.</li> <li>A statement on the WG discussion concerning impact of the proposed recommendations, which could consider areas such as economic, competition,</li> </ul>	Idem as PDP	<p>After collection and review of information, the GGP Team and Staff are responsible for producing a Proposed GNSO Guidance Recommendation(s) Report. This report should include at a minimum:</p> <p><u>Main body</u></p> <ol style="list-style-type: none"> <li>Executive Summary</li> <li>GNSO Guidance Recommendation(s)</li> <li>Statement of level of consensus for recommendation(s)</li> <li>A statement on the GGP Team discussion concerning the impact of the proposed recommendations which could consider areas such as economic, competition, operations, privacy and other rights, scalability and feasibility.</li> </ol> <p><u>Appendices</u></p> <ol style="list-style-type: none"> <li>Information regarding the members of the GGP Team</li> <li>Compilation of Stakeholder Group and Constituency Statements</li> <li>Compilation of any</li> </ol>	N/A

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	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
	operations, privacy and other rights, scalability and feasibility.		statements received from any ICANN Supporting Organization or Advisory Committee viii. GGP analysis of public comments	
<b>Council Deliberation</b>	The GNSO Council is encouraged to take formal action on a Final Report in a timely manner, and preferably no later than the second GNSO Council meeting after the report is presented. At the request of any Council member, for any reason, consideration of the Final Report may be postponed for no more than one (1) meeting, provided that such Council member details the rationale for such a postponement. Consideration of the Final Report may only be postponed for a total of one (1) meeting, even if multiple Council members request postponement.	Idem as PDP	The GNSO Council is strongly encouraged to allow sufficient time for Stakeholder Group, Constituency and Councilor review of the Final GNSO Guidance Recommendation(s) Report prior to a motion being made to formally adopt the Final Recommendation(s) Report. The GNSO Council is required to take formal action on a Final Recommendation(s) Report in a timely manner, and preferably no later than the second GNSO Council meeting after the report is presented. At the request of any Council member, for any reason, consideration of the Final Recommendation(s) Report may be postponed for no more than one (1) meeting, provided that such Council member details the rationale for such a postponement. Consideration of the Final Recommendation(s)	N/A

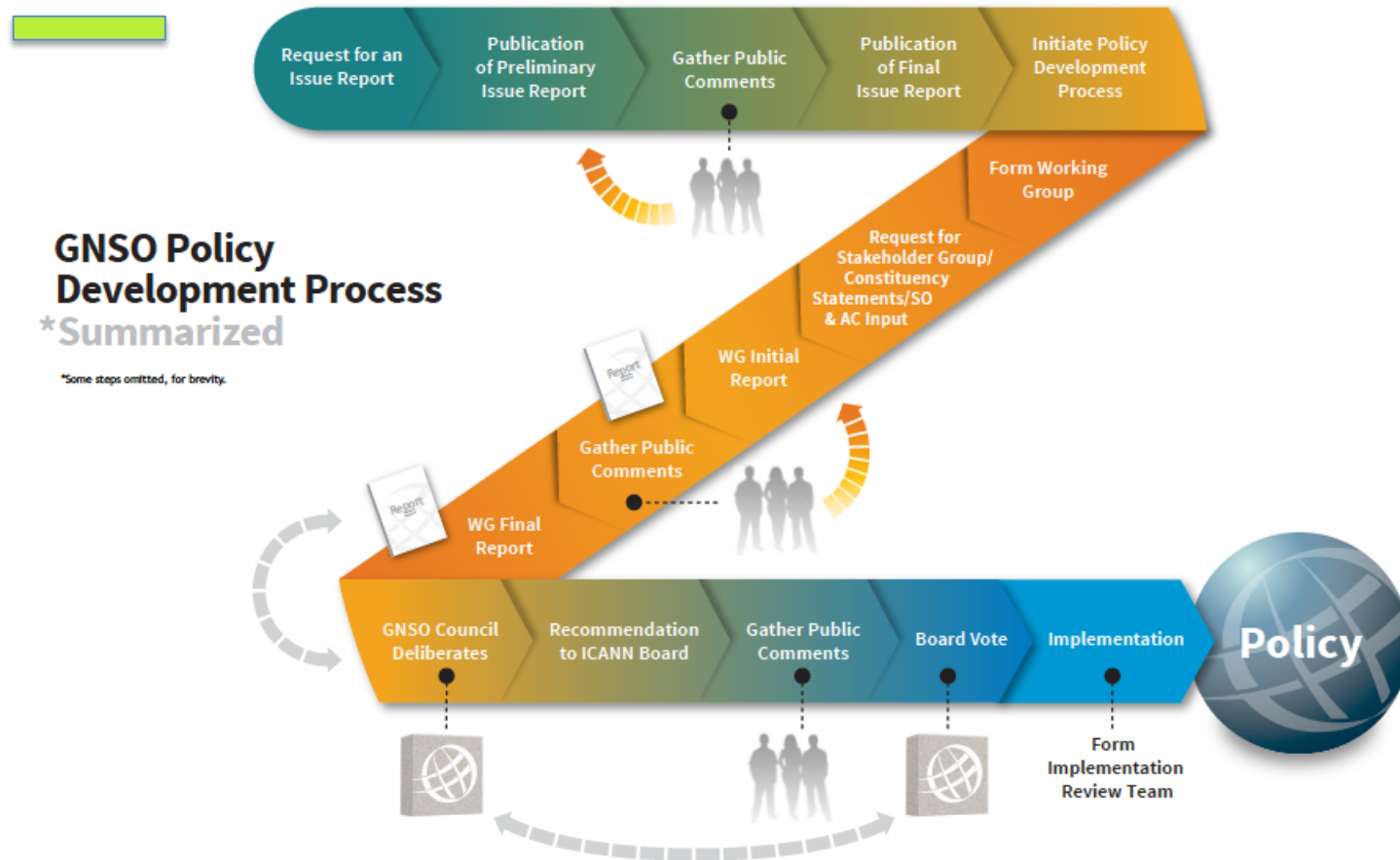


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	Policy Development Process (PDP)	Expedited Policy Development Process (EPDP)	GNSO Guidance Process (GGP)	GNSO Input Process (GIP)
			Report may only be postponed for a total of one (1) meeting, even if multiple Council members request postponement.	
<b>Approval by GNSO Council</b>	The GNSO Council is expected to vote on the recommendations contained in the Final Report. Approval of the PDP recommendations contained in the Final Report requires an affirmative vote meeting the thresholds set forth at Article X, Section 3(9) d – f	Idem as PDP	The GNSO Council is expected to vote on the recommendations contained in the Final Recommendation(s) Report. Approval of the GGP recommendations contained in the Final Recommendation(s) Report requires an affirmative vote meeting	Approval of the GIP recommendations submitted to the Council does not require a Council vote, except in the case where one or more GNSO Council members object to the adoption of the report. In such an instance, the GIP recommendations may be adopted only by the default threshold to pass a GNSO Council motion (a simple majority vote of each House), as set forth at Article X, Section 3-9 of the ICANN Bylaws.

## GNSO PDP (PDP)<sup>2</sup>

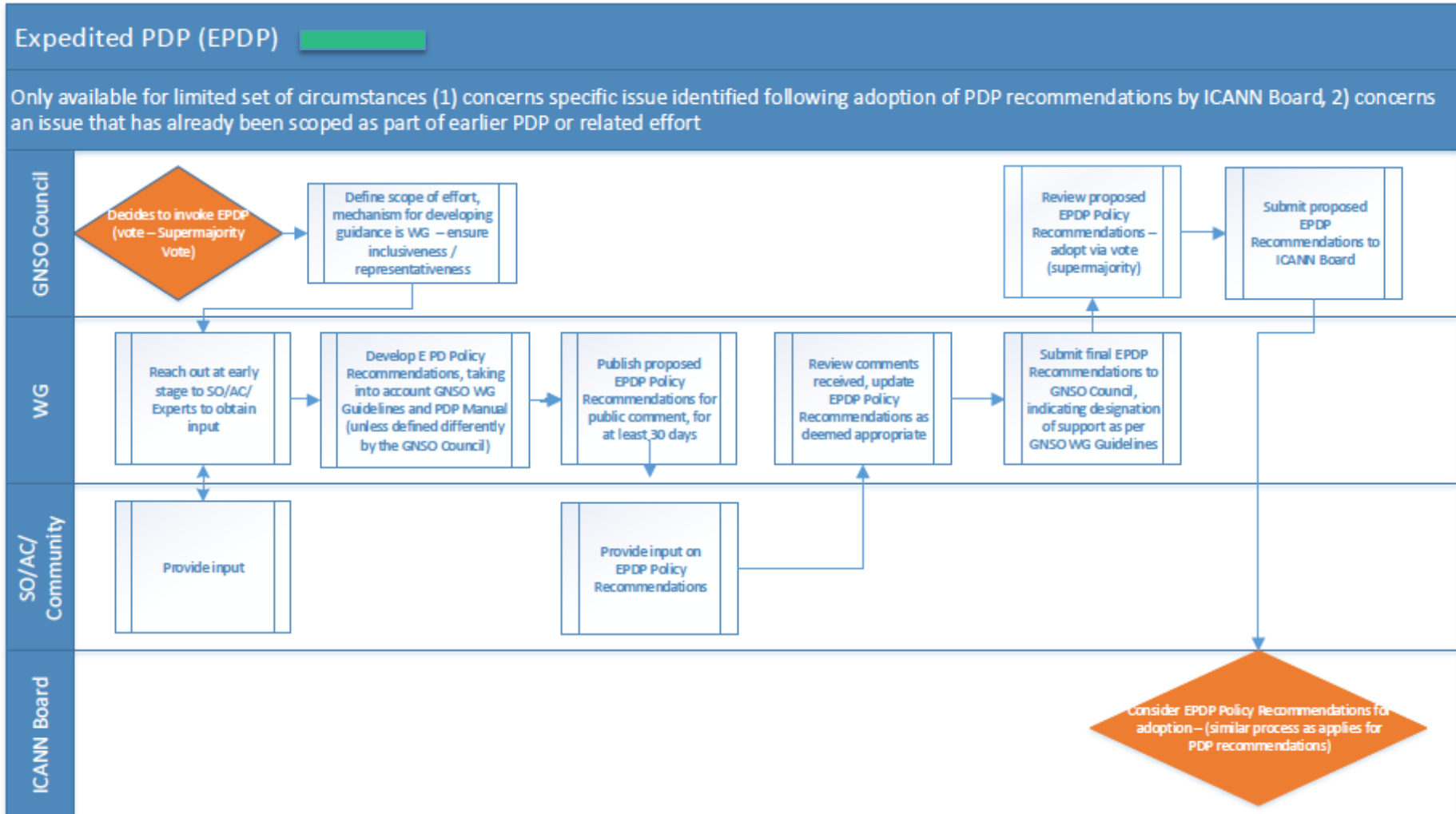


<sup>2</sup> See <http://gns0.icann.org/en/basics/consensus-policy/pdp> for further details.

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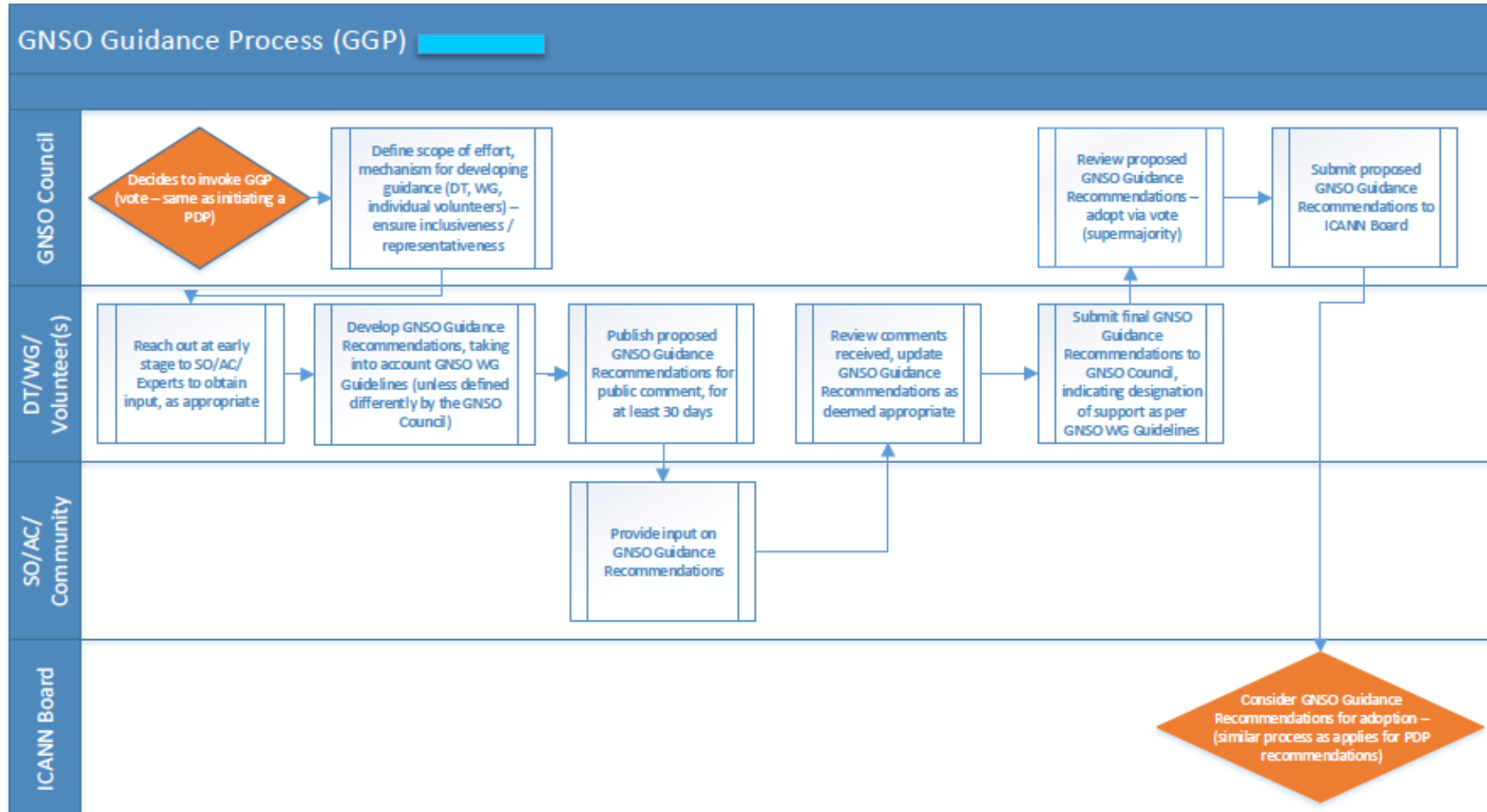
## GNSO Expedited PDP (EPDP)



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GNSO Guidance Process (GGP) Flow Chart



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GNSO Input Process (GIP) Flow Chart

