

Policy Development Process Work Team Proposed Final Report & Recommendations Executive Summary

STATUS OF THIS DOCUMENT

This is the Executive Summary of the Proposed Final Report of the Policy Development Process Work Team concerning the development of, and transition to, a new GNSO policy development process.

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1 Executive Summary

- The Policy Development Process Work Team (PDP-WT) was tasked by the Policy Process Steering Committee (PPSC) to be ‘responsible for developing a new policy development process that incorporates a working group approach and makes it more effective and responsive to ICANN’s policy development needs’. The primary tasks of the PDP-WT were to develop:
 - 1 Appropriate operating principles, rules and procedures applicable to a new policy development process; and
 - 2 An implementation/transition plan.

- This Proposed Final Report presents the PDP-WT’s views and recommendations in relation to tasks 1 and 2. The proposed recommendations seek to:
 - Codify existing practices and procedures already utilized by the GNSO community in policy development processes (PDPs);
 - Clarify existing rules, methods and procedures set forth in the ICANN Bylaws and GNSO Council’s Operating Procedures
 - Suggest new approaches, methods and procedures to be used in the new policy development process.

- To this end, the PDP-WT has developed dozens of recommendations to improve the existing PDP process. Some of the key recommendations of the new PDP include:
 - Recommending the use of a standardized “Request for an Issue Report Template” (recommendation 4)
 - The introduction of a “Preliminary Issues Report” which shall be published for public comment prior to the creation of a Final Issues Report to be acted upon by the GNSO Council (recommendations 10 & 11).
 - A Requirement that each PDP Working Group operate under a Charter (recommendation 19)

- Dialogue between the GNSO Council and an Advisory Committee in the event that an the GNSO Council decides not to initiate a PDP following an Issues Report requested by such Advisory Committee (recommendation 18)
- Changing the existing Bylaws requiring a mandatory public comment period upon initiation of a PDP to optional at the discretion of the PDP Working Group (recommendation 22)
- Clarification of 'in scope of ICANN policy process or the GNSO' (recommendation 23)
- Changing the timeframes of public comment periods including (i) a required public comment period of no less than 30 days on a PDP Working Group's Initial Report and (ii) a minimum of 21 days for any non-required public comment periods the PDP WG might choose to initiate at its discretion (recommendation 28)
- Maintaining the existing requirement of PDP Working Groups producing both an Initial Report and Final Report, but giving PDP Working Groups the discretion to produce additional outputs (recommendation 34)
- A recommendation allowing for the termination of a PDP prior to delivery of the Final Report (recommendation 37)
- Guidance to the GNSO Council on the treatment of PDP WG recommendations (recommendation 39)
- New procedures on the delivery of recommendations to the Board including a requirement that all reports presented to the Board are reviewed by either the PDP Working Group or the GNSO Council and made publicly available (recommendation 40)
- The use of Implementation Review Teams (recommendation 43)
- A redefinition of 'GNSO Supermajority vote' to include the original meaning of GNSO Supermajority i.e. 2/3 of Council members of each house so a GNSO Supermajority vote would be 75% of one House and a majority of the other house or 2/3 of Council members of each house (recommendation 48)

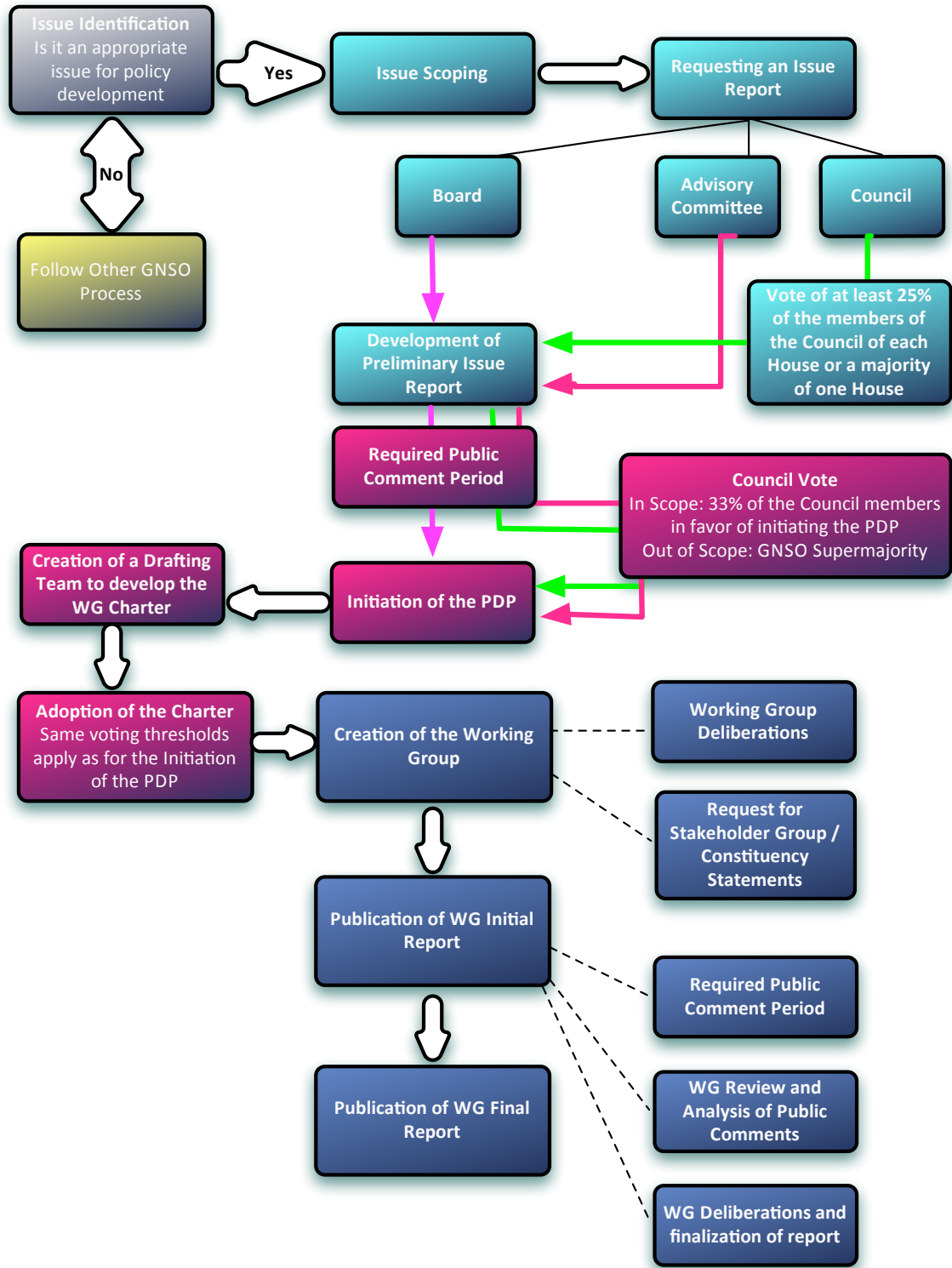
For a complete overview of all the recommendations, please see Section 2.

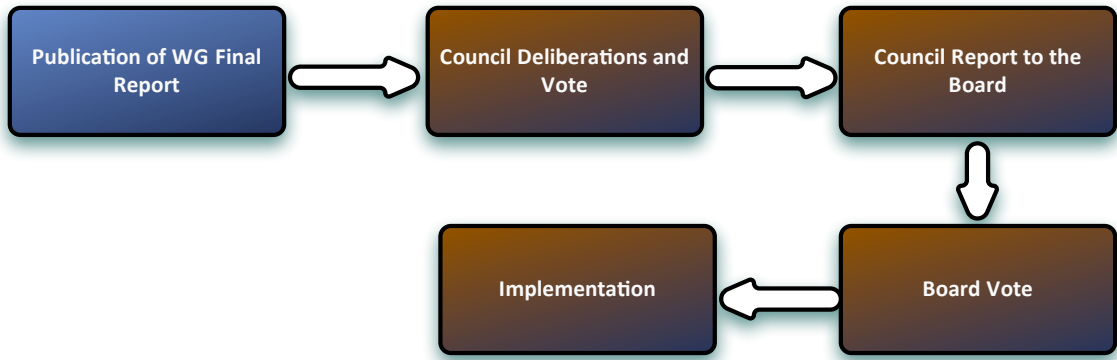
- For purposes of its discussions, the PDP-WT divided the policy development process into the separate distinct stages and initially considered each of these stages consecutively. The

details of the discussion on each of these stages can be found in the Initial Report (see <http://gns0.icann.org/issues/pdp-initial-report-31may10-en.pdf>).

In addition, a number of overarching issues that are present in multiple stages of the policy development process, including timing, translation, development of definitions, voting thresholds and decision-making methodology, were also discussed following the review of the five different stages (see section 3).

- The WT, supported by ICANN staff, has developed a first outline of the new Annex A (see section 4) as well as a supporting document that is envisioned to be included in the GNSO Council Operating Procedures as the PDP Manual (see section 5).
- In section 2, you will find an overview of the recommendations of the PDP-WT. For further background information on how these recommendations were developed, you are strongly encouraged to review the Initial Report (see <http://gns0.icann.org/issues/pdp-initial-report-31may10-en.pdf>), the WT's review of the public comments (see Annex A) and the WT's [deliberations on the outstanding issues](#), to appreciate the deliberations of the PDP-WT that form the basis for these recommendations.
- Public input is encouraged as part of the public comment period on the Proposed Final Report on the proposed recommendations, the proposed elements for the new Annex A, the proposed PDP Manual, as well as which elements should be included in the ICANN Bylaws and which ones should be part of the GNSO Council Operating Rules.
- To facilitate visualization of the new PDP, the WT has also developed a flow chart that includes that provides a high-level overview of the main elements of the new PDP that can be found hereunder.





- Stage I - Planning and Request of the Issues Report
- Stage II - GNSO Council Review of the Issues Report and Initiation of a PDP
- Stage III - Working Group
- Stage IV - Voting and Implementation