ATRT Implementation Summary Report 2012

Accountability & Transparency Review Team Recommendations (Tasks for Recommendation Projects have been completed)	Work Schedule & Key Deliverables	Implementation Assignments

Board Operations, Composition & Review of Decisions

1.a-d Mechanisms for identifying collective Board skill-set; benchmarking Board/BGC skill-sets; tailoring & consulting on skills; reviewing for each NomCom; publishing outcomes & requirements with NomCom's notice. 2. Regularly reinforce/review training & skills building.	• Schedule: Mar. 2011 – Oct. 2012 • Conduct interim Board trainings, orientations – (Background in BGC minutes) • NomCom creates process for outreach on skills, notice & outcome reporting (see updated procedures, guidelines, transparency guidelines) • Provide skill set info for 2012 NomCom and embed in Board/BGC work plan • Benchmark Board skill sets • Design Board training program. • Training, skills building, skill set assessment processes finalized, documented, incorporated in Board/BGC work plan & standard operating procedure (SOPs)	• Board/BGC • NomCom • Staff: Board Support (Legal)
3. Increase transparency of NomCom's deliberations & decision-making process. ASAP but starting no later than next Nom Com.	• Schedule: Mar. 2011 – June 2012. • Consultations, information sharing by 2011, 2012 NomCom • Create new NomCom procedures, guidelines, transparency guidelines, code of conduct • Board review & approval of above • NomCom SOP includes annual consultation w/ community & Board on required skill sets, regularly informing community about timeline & activities, NoCom openly justifies its selections related to required skill sets. • Documented, embedded in SOPs	• Board/BGC • NomCom • Staff: Nom Com Support
4. Continue to enhance Board performance & work practices.	• Schedule: Mar. 2011 – Oct. 2012. • Complete Board Committee 2011, 2012 work plans incorporating Rec. 4 objectives (Background in Board Committee minutes) • Complete Board appraisal • Conduct two Board effectiveness Training sessions in 2012. • Update information tools and work flow processes • Implement upgrade of current Board information and communication tools • Introduce version 1 of Board Procedure Manual, embed in SOPs	• Board/BGC • Staff: Board Support (Legal)
5. Implement compensation scheme for voting Board Directors.	• Schedule: Mar. 2011 – Feb. 2012. • Complete research Conduct Public comment • Board decision on compensation • Documented/embedded in SOPs	• Board/BGC • Staff: Board Support (Legal)

6. Clarify distinction between PDP & executive function issues	• Schedule: Mar. 2011 – Dec. 2012. • Conduct research – (Research for public comment stratification also applied here.) • Propose categorization/consultation procedures • Finalize/post paper on consultations procedures & embed in SOPs	• Board/BGC • Staff: Board Support (Legal)
7. 1 Promptly publish all appropriate Board materials related to decision-making processes.	• Schedule: June 2010 – Sept 2011. • Post Board materials, Directors statements • Procedures documented, embedded in SOPs	• Board/BGC • Staff: Board Support (Legal)
7.2 Publish rationale for Board decisions and for accepting or rejecting public & community input.	• Schedule: June 2010 – Oct. 2011 • Regularly post rationales • Finalize rationale template, document & embed procedures in SOPs	• Board/BGC • Staff: Board Support (Legal)
8. Publish redaction conditions.	• Schedule: Mar. 2011. • Post Redaction Guidelines, embed procedures in SOPs	• Board/BGC • Staff: Board Support (Legal)
19. Publish translated Board material within 21 days.	• Schedule: Mar. 2011 - April 2011. • Develop process for translation of materials • Implement translation process, regularly posting translated Board material; document and embed in SOPs	• Board /BGC • Staff: Board Support (Legal)
20. Ensure/certify that inputs in policymaking processes are considered by the Board.	• Schedule: Apr. 2011 – Oct. 2012 • Develop, get input on checklist for use w/ SO/AC input • Develop mechanism to ensure all inputs identified in checklists are provided to Board within decision-making process • Finalize, document and embed in SOPs	• Board/BGC • Staff: Board Support (Legal)
23. Get input from committee of independent experts on restructuring review mechanisms 25. Clarify standard for Reconsideration requests.	• Schedule: June 2011 – Dec 2012 • Solicit experts, select Accountability Structures Expert Panel (ASEP) • Post ASEP plan & schedule for developing recommendations to Board. • Complete public session to inform ASEP work • Post ASEP recommendations for public comment • Board adopted ASEP recommendations and directed staff implementation work.	• Board/BGC • Staff: Legal
24. Assess Ombudsman relationship and confirm framework is consistent with international standards.	• Schedule: Jan 2012 – June 2012 • Ombudsman review and develop recommendation for BGC • BGC review and approval of recommended tasks, if any • Tasks completed, changes adopted and embedded in SOPs.	• Board/BGC • Staff: Legal, Ombudsman
26. Adopt standard timeline & format for Reconsideration Requests.	• Schedule: June 2011 • Modify Reconsideration webpage • Implement graphic timeline, template, rationale statements	• Board/BGC • Staff: Legal

- Implement additional clarifications, document and embed in SOPs

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Governmental Advisory Committee Operations, Engagement, Interaction with Board

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9. Clarify what constitutes GAC public policy "advice" under the Bylaws.	• Schedule: Oct 2011 – June 2012 • Board-GAC Working Group agrees on what constitutes GAC advice • The GAC revised its Operating Principles on GAC advice • Public notified and clarification embedded in SOPs	• Board/Board-GAC WG • Staff: GAC Liaison
10. Create formal, documented process for requesting, tracking GAC advice.*	• Schedule: Sept 2011 – June 2012* • Board, GAC consider and revise straw man "advice register" • Institute a new format of GAC communiqué • Post register and embed in SOPs	• Board/Board-GAC WG • Staff: Board Support (Legal), GAC Liaison
11. Ensure timely provision & consideration of GAC advice and mechanisms for Board follow-up.*	• Schedule: March 2012 – Oct 2012* • Board/GAC face-to-face interaction increased (See ICANN meeting schedules) • Establish advice register • Embed in SOPs	• Board/Board-GAC WG • Staff: GAC Liaison
12. & 13. Board, acting through the JWG, should develop & implement a process to engage the GAC earlier in the policy development process; ensure GAC is fully informed of policy agenda & policy staff is aware of GAC concerns.*	• Schedule: March 2012 – Oct. 2012* • Submit proposed implementation plan to WG • Provide mechanism to notify GAC on policy issues and public comment periods, including provide monthly "Early Policy Engagement" report & related processes (Oct 2012) • Redesign of GAC website & launch of GAC advice registry • Conduct/embed in SOPs Board/GAC face-to-face meeting & discussion of policy issues at each ICANN meeting • Increase support to GAC processes & involvement in ICANN • Supporting GAC members' use of myICANN for delivery of latest policy activities • GAC acknowledges progress, engages in pilot projects (Oct 2012)	• Board/Board-GAC WG • Staff: CEO's Office, Policy
14. Increase support & commitment of governments to the GAC process.*	• Schedule: March 2012 – Oct. 2012* • Create GAC Capacity Building WG; Non-GAC govts invited to meetings & GAC introductions added • Increase resources for interpretation of GAC sessions & for translation of GAC documents • Increase resources for members travel support with a focus on those GAC members from developing economies. • Staff members raise awareness in regions about role of GAC & ICANN; GAC membership also promoted through Fellowship program. • Increase support to GAC processes & involvement in ICANN (Oct 2012) • Appointment of Tarek Kamel to focus on govt. engagement for ICANN • Use the measurement of current GAC membership and resource allocations to create a baseline for future, annual metrics	• Board/Board-GAC WG • Staff: CEO's office

- Launch of myICANN increases govts' access to key information
- [Joint hosting of the HLM](#) by Canadian Govt/GAC as pilot
- GAC communiqué & Board resolution to recognize GAC HLM efforts on increasing awareness/ government engagement in ICANN and note long-term efforts

Public input & Multilingual Access

15. Implement stratified, prioritized public Notice & Comment processes.	• Schedule: June 2011 – Jan. 2012 • [Update processes & templates, and publish & maintain](#) annual list of upcoming forums • [Redesign public comment webpage](#) • [Incorporate Stratification, Prioritization and Technical Forum Improvements](#) • [Document and embed in SOPs](#)	• Board /PPC • Staff: Policy
16. & 17. Provide "Comment" cycle & a "Reply Comment" comment cycles; review and adjust fixed timelines for Notice & Comment	• Schedule: Aug. 2011 – Jan. 2012 • [Initial detailed implementation plan approved/posted](#) • Develop and [solicit public comment](#) on proposals for Comment/Reply Cycles and Technical Forum Improvements • [Implement](#), as needed, [document/embed in SOPs](#)	• Board /PPC • Staff: Policy
18. Ensure multilingual access in PDP to maximum extent feasible.	• Schedule: Oct 2010 – Oct 2012 • Update Language Services Policies and Procedures document for review • Post Language Services Policies and Procedures document for [Public Comment](#) (including SO/AC comment) • [Finalize Language Services Policies and Procedures, and document and embed in SOPs](#)))	• Board /PPC • Staff: Communications
21. Create annual public comment forecast.	• Schedule: June 2011. • [Publish 2011 list](#) and develop annual process • [Repeat annually, document/embed in SOPs](#)	• Board /PPC • Staff: Policy
22. Ensure senior staffing arrangements are appropriately multilingual.	• Schedule: Mar. – Oct. 2011. • Update HR process to incorporate multilingual objectives - [update all job postings, revise candidate review forms and position descriptions](#) • Staff language training program provided • Processes embedded in SOPs	• Board/EXEC • Staff: HR

Measuring Success

27. Evaluate and report on progress on recommendations and	• Schedule: Mar. 2011 - Sept. 2012 & annually. • [Status report posted March 2011](#), [implementation report posted June 2011](#)	• Board/EXEC

| accountability & transparency commitments in the AoC. | • Regular status reports on implementation posted, embedded in SOPs
• Metrics for completed recommendations/ATRT "dashboard" (more added as implementation of projects continue)
• Annual assessment/report, embedded in SOPs | • Staff: CEO's Office |

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*The Governmental Advisory Committee is discussing the GAC-driven ATRT Recommendation Projects, its commitment to ongoing improvements, and evolving goals in this area. Although identified tasks have been implemented, work will continue over the long-term.