

## **Board Member Guidelines re: Invitations to Community Events and Accepting Gifts**

### **A. Community Events**

These guidelines address events generally involving Community members or “Community Events,” which are those activities broadly defined as involving ICANN Community members, whether during an ICANN Public Meeting or otherwise, i.e., any meeting of I\* members, IGF or other Internet governance events, domain name conferences, or the like.

1. If Community Events are open to all meeting attendees or the general public, and the cost/value of the event per person does not exceed an approximate amount (see below), Board members should feel free to attend without conflict. Board members shall use their discretion to determine if the cost of attendance might exceed the threshold amount (there is no requirement that the Board member ask the organizer about the event cost).

If an event exceeds the cost per person set out above, the host/organizer of the event should clear it with ICANN sufficiently in advance of the event before extending invitations to Board members. Responses to clearance requests shall be made promptly.

2. If Community Events are not open to all, but are open to a large number of community members or the general public, and the invited Board member determines that attending the event would be relevant to performing his or her duties as a Board member, and the cost/value of the event for each individual does not exceed an approximate amount (see below), Board members should use their discretion to determine whether attending would create a perception of a conflict of interest. Board members shall use their discretion to determine if the cost of attendance might exceed the threshold amount (there is no requirement that the Board member ask the organizer about the event cost).

If an event exceeds the cost per person set out above, the host/organizer of the event should clear it with ICANN sufficiently in advance of the event before extending invitations to Board members. Responses to clearance requests shall be made promptly.

3. If Community Events are closed to the general public (or meeting attendees), but open to a small selection of community members (where the number of community members invited is similar to the number of Board members invited) and not funded or paid for specifically by ICANN (i.e. typically closed invitation events) Board Members should only attend if the meeting host is reimbursed by ICANN or the individual Board member. The event host/organizer must clear with ICANN sufficiently in advance of the event before extending invitations to Board members. Responses to clearance requests shall be made promptly.
4. Board members are guided by ICANN's Conflicts of Interest Policy. No action, whether or not covered by these Guidelines, should be taken if it would be perceived by the Board Member or a reasonable person as violating ICANN's Conflicts of Interest Policy, Code of Conduct or other ethical framework documents that ICANN might adopt.

For 1 May 2014, the amount for sections Nos. 1 and 2 above is approximately US\$250. For other

currency conversions, please see: <http://www.xe.com/>.

**B. Gifts**

Accepting gifts should generally be discouraged, but any gift for which the value is below an approximate amount (see below) in approximate value, that are generally available to others (t-shirts, show trinkets, etc.) is insignificant for purposes of the conflicts policy. Any gift exceeding that threshold for which it would be culturally or otherwise unacceptable not to accept should be submitted to a gift registry for logging. In no event, should a board member accept any gift that exceeds US\$100 in approximate value, unless they are accepted with Chairman and CEO approval and accepted as a donation to ICANN. There are exceptions for awards, etc., for which Board members should use their discretion and be should be considered on a case-by-case basis as an assessment of whether it creates an actual or perceived conflict of interest.

For 1 May 2014, the amount for section B is approximately US\$25. For other currency conversions, please see: <http://www.xe.com/>.