ATRT Report Project List

Updated 22 June 2011

ATRT RECOMMENDATION	ATRT 's PROPOSED TIMELINE	STAFF PROPOSED TIMELINE	STATUS	RESOURCE ESTIMATE	LEAD ENTITY & STAFF SUPPORT	BOARD CMT/JWG RECOMMENDA-TION/ACTION
1. Board should establish formal mechanisms for identifying collective skill-set required by Board.	Late 2011 (for next NomCom)	Mar. 2011 – Mar. 2012 (meets next NomCom deadline)	Work underway • Work plan items developed on skill set identification for 2011 NomCom • Information consultations started w/ NomCom • Long-term work plan items developed for BGC, including framework for enhancing skills	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement
1.a. Benchmarking Board/BGC skill-sets against similar corporate & other governance structures.	Late 2011 (for next NomCom)	Mar. 2011 – Mar. 2012 (meets next NomCom deadline)	Work underway • See above	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement, Subject to further work
1.b Tailoring required skills to suit ICANN's unique structure & mission through open consultation process, including with SOs & ACs.	Late 2011 (for next NomCom)	Mar. 2011 – Mar. 2012 (meets next NomCom deadline)	Work underway • See above • Preliminary staff work done to support solicitation of advice from Board, SOs, ACs	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement, Subject to further work
1.c. Reviewing these requirements annually, & provide as formal starting point for each NomCom.	Late 2011 (for next NomCom)	Mar. 2011 – Mar. 2012 (meets next NomCom deadline)	Work underway • See above	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement

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1.d. Publishing outcomes & requirements as part of NomCom's call-for-nominations.	Late 2011 (for next NomCom)	Mar. 2011 – Mar. 2012 (meets next NomCom deadline)	Work underway • The Nominating Committee has already taken voluntary steps to comply with some ATRT recommendations, is consulting with SOs, ACs, and has held public consultations on this at ICANN's March meeting.	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement, Subject to further work
2. Board should regularly reinforce & review training & skills building programs.	At least every 3 years	Mar. 2011 – Mar. 2012 (meets next NomCom deadline)	Work underway • See above • Board is working with the CEO to enhance the Board's performance through better definition of staff roles and Board roles, and through the continued improvement of staff briefing papers and support for the Board.	Current Staff; FY2012 US$200,000 for consultants	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement
3. Board & NomCom should increase transparency of NomCom's deliberations & decision-making process; e.g. explain timeline, skill-set criteria before process starts, & explain choices made at the end	ASAP but Starting no later than next Nom Com – late 2011	Mar. 2011 – Oct. 2012	Work underway • Public consultations and meetings held at Silicon Valley ICANN meeting. • Preliminary staff work done to support NomCom redrafting of its guidelines	Current Staff; no additional funds	- Board/BGC - Staff: Nom Com Support	Accept, Implement, Subject to further work
4. Board should continue to enhance Board performance & work	None listed	Ongoing, Oct. 2011, Jan. 2012	Work underway • Reviewing the tools	Current Staff + 2 FTEs (US$340,000);	- Board/BGC - Staff: Board Support	Accept, Implement

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practices.			the Board uses in performing its work • Staff has developed plans to enhance the Board Support functions to allow the Board to work more efficiently.	FY2011 US$5000 for consultants	(Legal)	
5. Board should implement compensation scheme for voting Board Directors	Expeditiously	April 2011, Sept. 2011, new timeline if needed	Work underway • Staff work is underway to support Board action on the research necessary to consider Board member compensation.	Current Staff; US$... *Privileged & Confidential Information*	- Board/BGC - Staff: Board Support (Legal)	Recommend approval of the completion of an appropriate review of Board compensa-tion, following rele-vant laws restric-tions on non-profit organizations.
6. Board should clarify the distinction between issues that are subject to ICANN's policy development processes & those matters that are within the executive functions performed by staff & Board, and develop complementary mechanisms for consultation in appropriate circumstances with the relevant SOs & ACs on administrative & executive issues that will be addressed at Board level.	ASAP but no later than June 2011 as soon as practicable	Mar. 2011 – June 2012	Work underway • A document identifying the current Bylaws-mandated and other required public comment based upon established practice has been completed. • Categorization of historical Board actions has been initiated.	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement, Subject to further work
7. Board should: 7. 1 Promptly publish all appropriate materials related to decision-making processes – including	Starting immediately	June 2010, Sept. 2011	Completed (all except individual statements) • Briefing materials provided to the Board have been posted	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement

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preliminary announcements, briefing materials provided by staff & others, detailed Minutes, & individual Directors' statements relating to significant decisions			along with the approved minutes of Board meetings. • The comprehensive nature of the Board minutes has been improved, and staff will continue to reflect the Board's detailed discussions.			
7.2 Publish a "thorough & reasoned explanation of decisions taken, the rationale thereof, & the sources of data & information on which ICANN relied" & "ICANN should also articulate that rationale for accepting or rejecting input received from public comments & the ICANN community, including [SOs & ACs]."	Starting immediately	Jan. 2011-June 2011	Completed (further improvements planned) • Revisions to the Board submission template have been completed, and further revisions are under consideration. • Staff has included proposed rationale statements in Board submissions, addressing the items set forth in the Affirmation, and rationale statement have been posted along with Board resolutions. • Process of receiving Board feedback on proposed rationale statements is underway.	Current Staff; $US … *Privileged & Confidential Information*	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement
8. Board should have a document produced & published that clearly defines the limited set of circumstances where materials may be redacted & that articulates the risks (if any) associated with publication of materials. The Board & staff should refer to these rules when	ASAP but no later than the start of the March 2011 ICANN meeting	Mar. 2011	Completed • A document was finalized and posted that sets forth conditions for redaction of Board briefing materials that are posted, along with explanation of timing of the postings.	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Completed

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assessing whether material should be redacted & cited when such a decision is taken.						
9. Board, acting through the GAC-Board joint working group (JWG), should clarify what constitutes GAC public policy "advice" under the Bylaws	By March 2011	Unknown (pending JWG report action)	Work underway • The Board-GAC Joint Working Group (JWG) has been notified of relevant ATRT recommendations (and corresponding proposed deadlines) and advice has been sought on implementation.	Current Staff; no additional funds (more resources will be needed if Board/ GAC consultations cont.)	- Board./Joint WG - Staff: GAC Liaison	Accept, implementation plan to be considered
10. Board, acting through the JWG, should establish a more formal, documented process by which it notifies the GAC in writing of matters that affect public policy concerns to request GAC advice ICANN should develop an on-line record of each request to, & advice received from, the GAC along with the Board's consideration of & response to each advice.	By March 2011	April, 2011, June 2011, and possibly into FY2013	Work underway • Staff is compiling identified GAC advice to be posted in a single location on ICANN website, and analyzing whether an external consultant is needed for design of more robust online tools to meet ATRT recommendations.	Current Staff + (see Rec. 13); FY2012 US$50,000 for consultants	- Board./Joint WG - Staff: Board Support (Legal)	Accept, implementation plan to be considered
11. Board & GAC should work together to have the GAC advice provided & considered on a more timely basis; Board, acting through the JWG, should establish a formal, documented process by	By March 2011	Unknown (pending JWG report action)	Work underway • See above	Current Staff; No additional funds	- Board./Joint WG - Staff: GAC Liaison	Accept, implementation plan to be considered

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which the Board responds to GAC advice. This process should set forth how & when the Board will inform the GAC, on a timely basis, whether it agrees or disagrees with the advice & will specify what details the Board will provide to the GAC if it disagrees with the advice; process should also set forth procedures by which GAC & Board will then "try in good faith & in a timely efficient manner, to find a mutually acceptable solution." Consider establishing other mechanisms by which Board & GAC can satisfy the Bylaw provisions relating to GAC advice.						
12. Board, acting through the JWG, should develop & implement a process to engage the GAC earlier in the policy development process.	None specified	Mar. 2011, Dec. 2011, longer term (depending on GAC)	Work underway • Staff has proposed that the Monthly Policy Update and Compliance Newsletter be sent directly to the GAC email list every month. • Staff has proposed that special alerts and invitations be sent to GAC members for the pre-ICANN meeting policy update interactive webinars staff conducts for all interested individuals. • Staff has proposed that	Current Staff; no additional funds	- Board,/Joint WG - Staff: Policy	Accept, implementation plan to be considered

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			special alerts and invitations be sent to GAC members to participate in their individual capacities (or on behalf of individual countries) in GNSO policy development working groups that are open to all individuals.			
			• **Staff has proposed that individual GAC members be encouraged to comment on topics of interest during public comment forums.**			
			• **Staff has proposed that the GAC consider assigning volunteers to act as liaisons to SO and other AC working groups that are of broad interest to the GAC.**			
			• **Staff has proposed that the GAC be reminded that it has the right under the Bylaws to raise an issue for policy development; staff has proposed that staff meet with the GAC and describe what this Bylaws provision means and how it might be used.**			
			• **Staff has proposed that the GAC be encouraged to request speakers on various policy issues to attend their in-person and conference call meetings to brief them on work of interest.**			
			• **Staff has proposed that Issue Briefs, presentations and**			

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			background papers be developed by staff on topics of interest to the GAC.			
			• **Staff has proposed that staff help the GAC identify high-priority, and new and emerging topics that may be timely for workshops or discussion sessions at ICANN meetings.**			
			• **Staff has proposed that joint working groups involving the GAC be encouraged, where appropriate, to informed policy making.**			
			• **Staff has proposed that, to the degree that the GAC is in a position to formulate input into current policy working groups, that input can be considered by working group participants, as would be the case with comments received from other advisory committees within ICANN. This would be a very positive contribution to pending, bottom-up, policy development processes engaged in by all the SOs.**			
			• **Staff has proposed that staff provide specific notice to the GAC on a broader set of policy activities that might be of interest to the GAC, and provide briefings, if desired. It could be that the GAC has an interest in providing a**			

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			government view on a broader range of topics, and if informed about a broader set of policy activities, the GAC might identify public policy implications or considerations not previously articulated.			
13. Board & GAC should jointly develop & implement actions to ensure that GAC is fully informed of ICANN policy agenda & policy staff is aware of/sensitive to GAC concerns; may wish to consider changes to role of ICANN staff support relating to communication with & support to GAC, & whether Board & GAC would benefit from more frequent joint meetings.	None specified	Mar. 2011, Dec. 2011, longer term (depending on GAC)	Work underway • See above	Current Staff + 1 FTE (US$170,000); no additional funds	- Board./Joint WG - Staff: Policy	Accept, implementation plan to be considered
14. Board should endeavor to increase the level of support & commitment of governments to the GAC process; encourage member countries & organizations to participation in GAC & place particular focus on engaging nations in developing world & need for multilingual access to ICANN records; Board also should work with GAC to establish a process to	None specified	Unknown (pending JWG report action)	Work underway • Staff has proposed initial actions for Board and GAC consideration • GAC has requested an increase in ICANN financial support and staff has proposed options for incorporating the request in the FY2012 budget.	FY2012 estimated US$460,000 for increased GAC travel support & translation services.	- Board/BGRC in coordination w/ Joint WG & GAC - Staff: GAC Liaison	Accept, Implement (notes implementa-tion plans will evolve) (JWG agrees, implementation plan to be considered)

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determine when & how ICANN engages senior govt. officials on public policy issues on a regular & collective basis to complement existing GAC process.						
15. Board should direct the adoption of, & specify a timeline for the implementation of, public Notice & Comment processes that are stratified (e.g. Notice of Inquiry, Notice of Policy Making) & prioritized; prioritization & stratification should be established based on coordinated community input & consultation with Staff.	ASAP but no later than June 2011	June 2011, Aug. 2011, Dec. 2011	Work underway • Staff work is nearly completed to re-design the ICANN Public Comment web page for basic improvements to improve standardization, navigation, and ease of use. • Staff is developing internal guidelines and a best practices document for the processing of comments . • Staff work is nearly completed on new Staff templates to facilitate public comment creation and final reporting • Staff work complete on a stratification list and currently gathering initial Staff feedback	Current Staff + 1 FTE ($US170,000); FY2011 US$20,000 for consultants	- Board /PPC - Staff: Policy	Accept, Implement (notes implementa-tion plan will evolve)
16. Public notice & comment processes should provide for both distinct "Comment" cycle & a "Reply Comment" comment cycle that allows	ASAP but no later than June 2011	Aug. 2011, Dec. 2011, longer term	Work underway • Staff work is already underway on initial implementation plans for a two-staged Public Comment	Current Staff; no additional funds	- Board /PPC - Staff: Policy	Accept, Implement (notes implementa-tion plan will evolve)

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community respondents to address & rebut arguments raised in opposing parties' comments.			period • PPC briefed on plans at the May 2011 meeting; discussions with PPC Chair and members continue with a PPC recommendation expected in Singapore • Further discussions and interactions are planned with the Community at the Singapore meeting			
17. Timelines for public Notice & Comment should be reviewed & adjusted to provide adequate opportunity for meaningful & timely comment; Comment & Reply Comment periods should be of a fixed duration.	ASAP but no later than June 2011	Aug. 2011, Dec. 2011, longer term	Work underway • See above	Current Staff; no additional funds	- Board /PPC - Staff: Policy	Accept, Implement (notes implementat-ion plan will evolve)
18. Board should ensure access to, documentation within, policy development processes & multi-lingual access to maximum extent feasible.	None specified	June 2011, August 2011	Work underway • Translations of the ICANN Bylaws are underway and will be completed by the end of August 2011; they will be posted as soon as the translations are available. • An ICANN Language Services Policy is being finalized and reviewed internally (guidelines for translations, interpretation, and related services).	Current Staff; no additional funds	- Board /PPC - Staff: Communicatio ns	Accept, Implement (notes implementat-ion plan will evolve)

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19. Board should publish its translations (including rationale) within 21 days of take a decision (in languages called for in ICANN Translation Policy).	None specified	Mar. 2011, April 2011,	Completed (further improvements planned) • Resolutions, rationale, minutes and key material (2011 on) are now translated and posted in the five UN languages. • An initial guideline for translations of the Board briefing material is under consideration.	Current Staff; FY2012 US$79,000 for translation services, US$125,000 for additional services + more resources to be required based on final implementation plans	- Board /BGC - Staff: Board Support (Legal)	Accept, Implement,
20. Board should ensure that all necessary inputs that have been received in policy making processes are accounted for & included for consideration by the Board; to assist this the Board should adopt & post a mechanism (e.g. checklist or decision template) that certifies what inputs have been received & are included for Board consideration.	ASAP	Apr. 2011, June 2011	Work underway • Staff work is underway on a decisional checklist for inclusion in Board briefing materials, and an interim template for use in SO output from PDP activities. • Plans are under development for a community consultation on assuring proper inputs into the policy development process.	Current Staff; no additional funds	- Board/BGC - Staff: Board Support (Legal)	Accept, Implement, Subject to further work
21. Board should request staff to work on process for developing annual work plan that forecasts matters that will require public input.	None specified	June 2011	Work underway • Possible public comment forum topics that are likely to be raised by the SOs/ ACs, Board and staff in 2011 have been collected and will be published by June 30, 2011 along with the launch of re-designed Public Comment Webpages (see	Current Staff; no additional funds	- Board /PPC - Staff: Policy	Accept, Implement (notes implementat-ion plan will evolve)

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			recommendation 15). • A draft process has been developed for collecting and publishing Upcoming Public Comments on a regular basis, based on a calendar year. This will be shared with SO/AC Leaders at the Singapore meeting and feedback will be incorporated (if implementation plans are approved by the Board)			
22. Board should ensure that senior staffing arrangements are appropriately multi-lingual, delivering optimal levels of transparency & accountability to community.	None specified	Mar. – July 2011	Work underway • All posted positions describe the level of multiple language skills desired. • All candidate review forms that are completed on candidates for senior staff positions have revised to include a section on multiple language skills. • A review and update is underway of appropriate position descriptions. • Research is being conducted on potential language training programs to be made available to senior staff. Some staff have begun use of self-study language programs	Current Staff; FY2012 US$15,000	- Board/EXEC - Staff: HR	Accept, Implement

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			purchased by ICANN			
23. Board should implement IIC Rec. 2.7 that calls on ICANN to seek input from a committee of independent experts on the restructuring of its three review mechanisms; see ATRT guidance for review, including direction to look at mechanisms in IIC Rec. 2.8 & 2.9; upon receipt of experts' final report, Board should take actions on the recommendations .	ASAP but no later than June 2011

As soon as practicable | June 2011 + longer term depending on work plan | Work underway

• Work plan for seeking input from independent experts developed, under consideration by BGC

• Staff work is underway to modify the Reconsideration Request page to include status indicators for all Requests (including a graphic timeline documenting the process), and provide information on Board action arising out of the committee recommendations, as well as related links to further implementation efforts, if any.

• Staff work is underway to enable future committee recommendations arising out of the Reconsideration Request process to include rationale statements.

• Staff work is underway on a suggested template for the submission of the Reconsideration Process to be posted for public use. | Current Staff; FY 2012 US$200,000 - $500,000; + US$ *Privileged & Confidential Information* | - Board/BGC

- Staff: Legal | Accept, Implement, Subject to further work |

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24. Assess Ombudsman operations & relationship between Board & Ombudsman, & if needed, bring into compliance with internationally recognized standards for Ombudsman function & Board supporting the function	ASAP but no later than March 2011	Wait for hiring of new Ombudsman	Work underway (pending Ombudsman hiring)	Current Staff; no additional funds	- Board/BGC - Staff: Legal	Accept, Implement, Subject to further work
25. Clarify standard for Reconsideration requests with respect to how it is applied & whether the standard covers all appropriate grounds for using the Reconsideration mechanism.	ASAP but no later than Oct. 2011	June 2011	Work underway • See above	Current Staff; no additional funds	- Board/BGC - Staff: Legal	Accept, Implement, Subject to further work
26. Board should adopt a standard timeline & format for Reconsideration Requests & Board reconsid-eration outcomes that clearly identifies the status of deliberations & then, once decisions are made, articulates the rationale used to form those decisions.	ASAP but no later than October 2011	June 2011	Work underway • See above	Current Staff; no additional funds	- Board/BGC - Staff: Legal	Accept, Implement, Subject to further work
27. Board should regularly evaluate progress against these recommendations & the accountability & transparency commitments in the AoC, & in general analyze the accountability & transparency performance of the whole organization to annually	Annually	Mar. 2011, June 2011, Jan. 2012 & annually	Work underway • Staff provides Board with regular updates on ATRT implementation status • Staff developing additional proposed benchmarks and metrics for accountability and transparency (awaiting Board approval of implementation	Current Staff; FY2012 US$25,000	- Board/EXEC - Staff: Advisor to CEO	Accept, Implement

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report to the community on progress made & to prepare for the next ATRT review; all evaluation should be overseen by Board.			plans)			
FY2012 ATRT Implementation Budget	NA	NA	• Proposed budget included in FY2012 Budget	US$2,600,000 (total additional funds) + US$1,000,000 contingency funds for Board compensation)	- Board/BFC - Staff: COO, CFO	Accept, Approve FY2012 Budget
Reporting - ATRT asks the Board to provide a status report on all recommendations at the March 2011 ICANN meeting and a more formal report at the June 2011 ICANN meeting detailing: - Which recommendations have been fully implemented; - The status and schedule for implementing the remaining recommendations; and - The recommendations that the Board has concluded it cannot implement including a detailed explanation as to why the recommendations cannot be implemented.	March 2011 June 2011	March 2011 June 2011	Work underway • Status report provided at March ICANN meeting and developed for June ICANN meeting (awaiting Board Committee action) • ATRT implementation status publicly posted and regularly updated.	Current Staff; no additional funds	- Board/EXEC - Staff: Advisor to CEO	Accept, Implement