

This handbook describes the process for the **Empowered Community to utilize the Approval Actions Powers**. To learn more about the Empowered Community and the other Empowered Community Powers, please check out the [Empowered Community Administration web page](#), explore the public archive of the [Empowered Community Administration's mailing list](#) or contact the Empowered Community Administration at ECAdmin@icann.org.

PROCESS FOR UTILIZING THE COMMUNITY IRP REQUEST POWER

The Power to Request a Community IRP: Introduction

The IRP is ICANN's Independent Review Process, a binding dispute resolution process similar to arbitration. The IRP is set out at in Annex D: [Section 4.3](#) of the ICANN Bylaws.

ICANN's Empowered Community may initiate a Community IRP regarding the Board's refusal or failure to follow a decision of the Empowered Community. The Community IRP may only be initiated after the conclusion of a Community Mediation, and may only be initiated by a Decisional Participant that supported the initial decision by the Empowered Community.

Phase 1: Community IRP Petition Period

After a Community Mediation concludes, whether through impasse or through a documented resolution, the Empowered Community has an 80-day period within which to petition and initiate a Community IRP Notice. Because of the short timeframe for this process, there is a window of only about seven days within which a Decisional Participant can start the process by submitting a Community IRP Petition.

Within seven days or less following the Mediation Resolution Date, any Decisional Participant that supported the initial Empowered Community Decision may request that the Empowered Community initiate an IRP by delivering a notice of that request (referred to as a Community IRP Petition) to the Empowered Community Administration and other Decisional Participants.

Phase 2: Community IRP Petition Support Period

The Petition Support Period commences upon the expiration of the Initiation Period, and expires on the 21st day at 11:59 pm, *local time at ICANN's principal office*.

The Petitioning Decisional Participant communicates with the other Decisional Participants, either directly or through the Empowered Community Administration, to determine if at least one other Decisional Participant supports the petition.

All Decisional Participants should review support-seeking petitions according to their own internal processes. With a decision to support a petition, the now "Supporting Decisional Participant" notifies the Empowered Community Administration, the ICANN Secretary and all other Decisional Participants.

If the eligible petition fails to receive support from at least one other Decisional Participant by Petition Support Period's end, the Empowered Community Administration sends a "Community IRP Termination Notice" to the ICANN Secretary, ending the process.

All communication records will be posted on the applicable ICANN.Org webpage.

Phase 3: Community IRP Community Forum Period

When the Petition Support Period expires and there is a Supported Petition, the Community Forum Period commences. This phase lasts for 30 days from the expiration of the Petition Support Period, ending at 11:59 pm, *local time at ICANN's principal office*. The Empowered Community may request that the Community Forum take place in person at the next ICANN Public Meeting. If such a request is made, then the Community Forum is extended beyond 30 days, and the phase expires at 11:59pm, *local time* of the city hosting the ICANN public meeting on the official last day of that ICANN public meeting.

Pre-Community Forum Conference Call, by Request

The Petitioning and Supporting Decisional Participants may request pre-Community Forum conference calls, which the ICANN org must schedule before the Community Forum.

The Community Forum

The Empowered Community Administration ensures that the ICANN org, and any Supporting Organizations or Advisory Committees, understand how to submit views and questions for discussion during the Community Forum.

The Empowered Community Administration coordinates with the ICANN org regarding logistics, administration, and other requests (ex: presentations; moderation; translations, etc.) for the Community Forum.

The ICANN org will confirm the Forum availability of appropriate ICANN staff and Board representatives. The entire ICANN community is invited to participate in the Community Forum, while the Empowered Community Administration ensures that the ICANN org, ICANN Board, and Supporting Organizations and Advisory Committees understand how to submit views or questions regarding the petition, either before or during the Forum. The Empowered Community Administration ensures such submissions and post-Forum records, are posted to the appropriate icann.org webpage.

If time remains in the Community Forum phase, and the Empowered Community Administration or the Petitioning or Supporting Decisional Participant believes one or two additional Community Forum sessions would be beneficial, additional Community Forum sessions can be held.

No Empowered Community decisions may be taken during a Community Forum. Records of the Community Forum and any pre-forum submissions, shall be made publicly available on icann.org.

Phase 4: Community IRP Decision Period

When the Community Forum Period expires, the Decisional Participants decide on the Community IRP Action during the Decision Period, which lasts 21 calendar days from the close of the Community Forum phase, expiring at 11:59 pm, *local time at ICANN's principal office*.

During this period, each Decisional Participant is expected to determine, pursuant to its internal procedures, whether it supports, objects to, or abstains from voting on the Community IRP Action. The Decisional Participant then must notify the Empowered Community Administration of its decision prior to the end of this period. If a Decisional Participant fails to communicate its decision to the Empowered Community Administration, the Decisional Participant is considered to have abstained from the vote.

Phase 5: Decision Notification and Conclusion

The Empowered Community Administration will tally the decisions to evaluate if the Community IRP is approved according to the Threshold for Support requirements.

The Threshold for Support:

Thresholds for IRP generally require support from three or more Decisional Participants, and non-objection from no more than one Decisional Participant. Where the petition concerns amendments to the Bylaws and PDP Articles Statements, or a CCWG policy recommendation, the applicable Decisional Participant concerned must be one of the supporting Decisional Participants.

The Empowered Community Administration has 24 hours from the close of the Decision Period to tally the decisions and provide notice to the ICANN Secretary on whether the Empowered Community will issue a Community IRP Initiation Notice. The ICANN Secretary posts either the Community IRP Initiation Notice or Termination of the Community IRP Petition on the appropriate icann.org webpage.

If approved, the IRP Request shall proceed in accordance with [Section 4.2](#) of the Bylaws.