Organizational Review Process

1 Pre-Planning
Targeted timeframe: 2 months

- ICANN organization appoints project lead
- Forms Review Working Party (RWP)
- ICANN Board passes resolution to initiate review

2 Planning
Targeted timeframe: 6 months

- Selects leadership, organizes, and plans
- Agrees on scope of Review, selection criteria for Independent Examiners, and timeline for deliverables

Legend

- ORGANIZATION: ICANN organization
- SO/AC: Supporting Organizations and Advisory Committees
- BOARD: ICANN Board
- RWP: Review Working Party
- OEC: Organizational Effectiveness Committee
- IE: Independent Examiner
- Community: ICANN community
- IMPL TEAM: Implementation Team

1 All targeted timeframes based on Bylaw-mandated 5-year cycle

Glossary

- AC: Advisory Committee
- IE: Independent Examiner
- RFP: Request for Proposal
- SO: Supporting Organization

Designed by ICANN Communications | August 2017
3. Selection

Targeted timeframe: 4 months

Prepares the RFP

RFP is finalized and posted

Bidders submit proposals

Collects and analyzes proposals and identifies finalists

Identifies finalist, seeks confirmation from the OEC

Provides feedback on the RFP

Approves key elements of RFP

Organizational Review Process

2 Pursuant to ICANN organization Procurement Process
3 Selection cont’d

Conducting the Review
Targeted timeframe: 12 months

IE executes Professional Services Agreement with ICANN organization in alignment with RFP

IE holds kickoff sessions with ICANN organization and RWP

Organizational Review Process
4 Conducting the Review cont’d

- Conducts the independent review
  - BOARD
  - COMMUNITY
  - RWP
  - ORGANIZATION
  - IE
  - Take surveys
  - Observe proceedings
  - Review documentation
  - Interviews

Provides input and feedback

Drafts Assessment Report

Provides input on Assessment Report

Conflicts with existing policies or recs? Valid? Feasible? Useful?

Modifies report based on feedback and issues report

IE

Assessment Report

Assessment Report

Organizational Review Process
4 Conducting the Review cont’d

- **COMMUNITY**
  - Considers RWP input and public engagement input and issues Draft Recommendations

- **ORGANIZATION**
  - Manages public engagement consultations, input gathering

- **IE**
  - Provides input on Draft Recommendations

- **RWP**
  - Issues Draft Final Report (contains Assessment Report and Recommendations)

- **ORGANIZATION**
  - Posts Draft Report for Public Comment

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**PUBLICCOMMENT**

**COMMUNITY**

Considers RWP input and public engagement input and issues Draft Recommendations

**IE**

Issues Draft Final Report (contains Assessment Report and Recommendations)

**ORGANIZATION**

Posts Draft Report for Public Comment
Conducting the Review cont’d

5 Board Consideration

Targeted timeframe: 6 months

- Completes Feasibility Assessment and Initial Implementation Plan
- Reviews and approves
- Collects materials and sends to OEC

IE Final Report
- Usability
- Feasibility
- Prioritization

IE

Considers Public Comments and RWP input and issues Final Report (contains Assessment Report and Recommendations)

RWP

Feasibility Assessment & Initial Implementation Plan

THEIR SO/AC

Reviews and approves

ORGANIZATION

Collects materials and sends to OEC
Considers IE’s Final Report, RWP’s Feasibility Assessment & Initial Implementation Plan, and Public Comment Report; agrees on a recommendation to the board.

Receives all reports and inputs and considers IE Final Report and RWP Feasibility Assessment & Initial Implementation Plan.

Board ACCEPTS the RWP Feasibility Assessment & Initial Implementation Plan; directs Implementation Team to proceed with regular reporting.

Confirms Implementation Team.

No clear process for addressing this outcome.

 Begins 5-year countdown until next review must begin.
6 Implementation
Targeted timeframe: 18 months

- IMPL TEAM: Plans Detailed Implementation
- SO/AC: Begins implementation of recommendations
- OEC: Assesses implementation progress semi-annually
- Implementation Plan: Updated semi-annually
- IMPL TEAM: Produces final Implementation Report

Potential Risks!

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6 Implementation cont’d

Organization under review adopts final Implementation Report

OEC
Reviews final Implementation Report and agrees on a recommendation to the Board

BOARD
Board resolution to adopt final Implementation Report and close review process

Organization
Standard operating procedures
- Monitor
- Maintain
- Measure

Continuous maintenance