Description and Scope:


On 12 September 2021, the ICANN Board directed the ICANN org to initiate an Operational Design Phase to facilitate the Board’s consideration of the Outputs in the Final Report. ICANN org published the resulting Subpro Operational Design Assessment (ODA) on 12 December 2022.

On 16 March 2023, the ICANN Board passed a resolution on a set of recommendations from the Final Report and directed the org to begin implementation. The Board called for “A working methodology, a [IRT] work plan, and timeline as agreed upon by ICANN org and the GNSO Council” and encouraged “all parties to work together efficiently and constructively to meet relevant timelines.”

The SubPro Implementation Review Team (IRT) launched on 16 May 2023, and has the form of an ‘Open + Representative Model’ based on the GNSO’s PDP 3.0 model. The objective of this model is to provide a structure that allows for efficient resolution of issues that may arise. The group is composed of ‘participants’ and ‘representatives,’ which together make up the IRT members and provide assistance to ICANN org. The model does not change the ability of all IRT participants to raise concerns about the implementation approach taken by ICANN org, nor does it allow for any policy issues to be reopened that had been settled during the Policy Development Process (PDP). As is always the case for IRTs, there is no voting, and there are no consensus calls as part of the IRT’s day-to-day work. The SubPro IRT operates openly and transparently: all mailing list exchanges are publicly archived.

**Composition**

- **Project Sponsor:** Karen Lentz
- **Project Manager:** Lars Hoffmann
- **Council Liaison:** Anne Aikman-Scalese and Susan Payne
- **# Members:** 83 Members ([link](#))
- **Tools:** Meeting Schedule / Wiki

**Implementation Status**

- **Start Date:** 16-May-2023
- **End Date:** (TBD)
- **Review Duration to Date:** 2 Months

**Resources**

- Board Resolution
- New Generic Top-Level Domain (gTLD) Subsequent Procedures Operational Design Assessment (ODA)
- Final Report on the new gTLD Subsequent Procedures Policy Development Process
- 2012 gTLD Applicant Guidebook

**Phase Progress**

- **Prepare**: Complete
- **Plan**: Complete
- **Analyze and Design**: In Progress
- **Implement**: Complete
- **Support and Review**: Not Started

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- **Prepare**
  - 100% Complete: GDS monitors policy development progress and engages with Working Group
  - 100% Complete: GDS provides input on GNSO PDP Initial Report.
  - 100% Complete: GDS prepares materials for Board consideration

- **Analyze and Design**
  - 100% Complete: Policy and GDS staff arrange for the recruitment of the IRT
  - 100% Complete: GDS staff are handed off the Consensus Policy recommendations for implementation
  - 100% Complete: GDS organize activities to implement Policy recommendations.

- **Implement**
  - 75% Complete: Admin and Work Plan
  - 0% Complete: Module 1
  - 0% Complete: Module 2
  - 0% Complete: Module 3
  - 0% Complete: Module 4

- **Support and Review**
  - 0% Complete: Publish Applicant Guidebook

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- **Continuous improvement and measure of policy effectiveness**
  - Formal review
  - Post-Implementation Policy Status Report
*The Support and Review stage includes ongoing activities that continue after implementation of the policy is complete.

The Prepare phase reflects work done in the Policy Development Process (PDP).

Member Participation and Composition

IRT Member Affiliations

- At-Large: 24
- ALAC: 7
- ccNSO: 7
- GAC: 3
- GNSO | IAC: 8
- GNSO | NCSG: 3
- GNSO | RSSAC: 2
- GNSO | R/SIG: 3
- GNSO | RySG: 16
- Non-affiliated: 7

Hours Worked
- Face to Face Meetings: 1 Meetings
- Calls: 6 Calls

Volunteer Participation Rate*

Volunteer Participation Rate is calculated based on the total number of invitations for IRT members to participate in meetings divided by the number of times meetings were attended by individual IRT members.

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