

## **RZERC Chair Duty and Selection Procedure** **28 February 2017<sup>1</sup>**

To bootstrap the committee, the RZERC will use the following list of duties, chairs terms and selection procedures to select the initial Chair. Further discussions and updates on the operational procedure may update this document.

### *Chair Duties:*

- Setting agendas and chairing the meetings
- Working closely with ICANN org staff on RZERC business
- Represent the RZERC at ICANN meetings and other venues as and when the need arises. Unless explicitly tasked by the committee, the chair will speak as a member, not for the committee.
- Coordinate, when required, the interaction with ICANN SO/ACs and other committees as appropriate
- Coordinate the work of RZERC
- Delegate one or more of these duties as needed or appropriate

### *Eligibility & Terms*

- All members of the RZERC are eligible to be selected as the Chair.
- The term of the Chair ends at the earlier of (i) the close of the first RZERC meeting held after the two-year anniversary of the Chair's appointment; or (ii) the Chair's leaving the RZERC.
- A person may only serve for two consecutive terms. The eligibility status for a previous Chair is reset one year after having stepped down.

### *Select Procedures*

The RZERC will use the following procedure to select its chair. This procedure maybe subsequently revised by the RZERC.

1. One month prior to the election, nominees will be accepted for the Chair position from the RZERC members and announced on the distribution list. RZERC members can also self-nominate. Nominations will be accepted up until one week before the election.
2. During the meeting that includes selection of a chair on its announced agenda, all nominees will indicate their intentions: to accept or to decline their nomination. There will be an opportunity for the nominees to address the RZERC about his/her candidacy.

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<sup>1</sup> The procedure was approved by RZERC on its 28 February 2017 Teleconference.

3. In the event that only one candidate is standing for election, the RZERC may select the new Chair by acclamation.
4. In the event that two or more candidates are standing for election, staff will make arrangements for an online anonymous vote as soon as practical after the meeting that includes selection of the chair.
5. Members will indicate their selection anonymously via an online system within 24 hours after the poll opens. A simple majority (half plus one) of the voting members will establish the new Chair.
6. In the event a simple majority is not achieved due to having more than two nominees, the nominee with the least number of votes is eliminated and the voting is repeated with the reduced slate of names.
7. The process is repeated until one nominee achieves a simple majority.
8. In the event of a tie in the first vote, candidates will get some time on the next call to address the group, after which a second vote occurs. A subsequent tie initiates an immediate coin toss.