**Action items**

**Action item #1** – CPH to confirm whether or not purpose A strikethrough language can be removed by Thursday 25 October. (COMPLETED – deletion of strikethrough language confirmed)

**Action item #2** - Each group (SG/C/AC) to express the group's views and/or proposed edits on small team #1 responses to charter questions and preliminary recommendations with the mailing list by Monday 29 October. (see <https://docs.google.com/document/d/1U6POLQhFNGu1Bo1k0rCluiaVZ27-OKIPpU8K8N1drdg/edit?usp=sharing>).

**Action item #3** - Each group (SG/C/AC) to express the group's views and/or proposed edits on the revised responses of the small team #2 charter question responses with the mailing list by Monday 29 October. (see <https://docs.google.com/document/d/1d49LseyUovDVy7NEEUFZk4BtVP_muyLQJR9JRbPi-cU/edit?usp=sharing>).

**Action item** **#4** – Each group (SG/C/AC) to review latest versions of data elements workbooks and flag any issues that need to be reviewed prior to publication of Initial Report by Friday 2 November. (see <https://community.icann.org/x/5AC8BQ>).

**Action item #5** – Each group (SG/C/AC) to review the responsible parties overview for all purposes and identify which designations need to be further considered by Monday 29 October. (see <https://docs.google.com/document/d/1-rdfchOwpANFVKOtnM_9bPp-zT4JAvTN8dJqebdi-dM/edit?usp=sharing>)

Note: Staff’s provision of an updated and comprehensive data matrix and updated Initial Report draft is dependent on timely delivery of the above feedback.

**Outstanding Charter Questions** (not discussed yet or addressed through ongoing work)

q)   Sun-setting WHOIS Contractual Requirements

q1) After migration to RDAP, when can requirements in the Contracts to use WHOIS protocol be eliminated?

q2) If EPDP Team’s decision includes a replacement directory access protocol, such as RDAP, when can requirements in the Contracts to use WHOIS protocol be eliminated?

b)   Collection of registration data by registrar:

b3) How shall legitimacy of collecting data be defined (at least for personal data collected from European registrants and others in jurisdictions with data protection law)?

k)    ICANN's responsibilities in processing data

k2) In addition to any specific duties ICANN may have as data controller, what other obligations should be noted by this EPDP Team, including any duties to registrants that are unique and specific to ICANN’s role as the administrator of policies and contracts governing gTLD domain names?

l)     Registrar's responsibilities in processing data

l4)  What are the registrar's responsibilities to the data subject with respect to data processing activities that are under ICANN’s control?

m)   Registry's responsibilities in processing data

m4) What are the registry's responsibilities to the data subject based on the above?

**Outstanding items in data elements workbooks**

Purpose B Punch List:

* Confirm staff-suggested responses for Purpose Rationale questions
* Confirm data elements (note: Purpose B data elements are dependent on the completion of all other workbooks, as Purpose B only references data already collected)

Purpose C Punch List:

* Confirm staff-suggested response for Purpose Rationale questions
* Confirm staff-suggested note re: definition of optional (footnote 2 in workbook)
* Confirm data elements

Purpose E (Registrar Data Escrow) Punch List:

* Confirm Collection Processing Activity (Purpose does not necessarily require collection)
* Confirm data elements

Purpose F Punch List:

* Confirm staff-suggested response for Purpose Rationale questions
* Confirm data elements

Purpose M Punch List:

* Determine inclusion/exclusion of RDDRP, PDDRP, and PICDRP RPMs within the purpose statement (adjust PAs if excluded)
* Confirm staff-suggested responses for Purpose Rationale questions
* Confirm Processing Activities structure, especially Disclosure and Retention
* Confirm Data Elements

Purpose N Punch List:

* Determine if Purpose Statement is an ICANN Purpose (note Collection PA indicates ICANN as a Joint Controller)
* Confirm Processing Activities structure, especially Disclosure and Retention
* Confirm Data Element (Other Data)