Draft Work Plan for <u>Phase One</u> of the PDP on Review of all RPMs in all gTLDs – 11 May 2016

The Working Group Charter foresees the PDP as being divided into two broad phases. The first phase is a review of all RPMs applicable to the 2012 New gTLD Program round; the second phase is a review of the Uniform Dispute Resolution Policy (UDRP). A flow chart overview of this approach can be found in Annex A below.

This Work Plan focuses only on Phase One. Upon completion of this phase, a second Work Plan will be drawn up for the second and final phase of this PDP.

As this review of standing policies is a first for the ICANN community, the Work Plan should be considered, at this point, as a guide that will be adapted to the WG's pace and subject to any specific modifications that may need to be made that arise in the course of the Phase One work.

This Work Plan has been developed with the following assumptions in mind:

- Each RPM in Phase One will be reviewed in consecutive, not concurrent, order; however, data gathering for subsequent issues may occur concurrently.
- The WG may use Sub Teams at appropriate times to either scope out or perform an initial analysis of certain specific aspects of its work.
- There will be a separate webinar, scheduled during the first few weeks of work, devoted to Background Information – e.g. what each RPM is and how it works; and why and how new RPMs were developed for the 2012 New gTLD Program round. This webinar will be geared toward Working Group members and observers who are either new to the topic, or who may wish to brush up their knowledge of the background to this PDP.
- For each RPM to be reviewed in this phase of work, ***the first step should be to discuss the aim of the final design as set forth by the STI-RT and in the Applicant Guidebook, and consider what empirical data is available that the WG can use to evaluate how well each has performed against that standard.***

Legend:
Red = significant milestones and dates
Light Green = week where there is no meeting
Bright Green = Start of each RPM review (estimated)
Blue = conclusion of a particular RPM review
Bold blue = Sub Team work

Target Date	What	Deliverable / Topic for Discussion	Who
21 April 2016		- Inaugural Meeting - Administrative Matters including meeting scheduling - Confirmation of Leadership Team	All
27 April 2016	- Chairs to propose future meeting days, times and rotation (to begin the week of 12 May) - Staff to begin collating materials (esp. data, trend analysis, research commentary) on each RPM and upload to WG wiki	- Webinar/Q&A for all Members & Observers: review of WG Charter & Final Issue Report	All
4 May 2016		- Webinar/Q&A for all Members & Observers: background information on the RPMs and how they work	All
11 May 2016	Prior to call: - Chairs-staff to discuss Draft Work Plan - Chairs-staff to coordinate with chairs-staff for New gTLD Subsequent Procedures PDP Working Group	- First regular WG meeting (open to Members only; all subsequent meetings – unless otherwise noted expressly – will also be open only to Members) - Chairs to present draft Work Plan for initial discussion - Discuss methodology and possible questions for mandatory SG/C/SO/AC outreach (create sub-team with staff support?) - Discuss appointment process of joint liaison with New gTLD Subsequent Procedures PDP Working Group	All + create sub-team
18 May 2016	- Work Plan - Outreach letter (circulate for WG review prior to next meeting)	- Adopt Work Plan - Discuss draft SG/C/SO/AC outreach letter from sub-team	All
25 May 2016		- No meeting	

1 June 2016	- Outreach letter - Next steps	- Confirm outreach letter - Discuss next steps in forthcoming PDDRP & TMCH review process, including data gathering and collation of background materials	All (may need to discuss use of sub teams to summarize the background materials)
8 June 2016	- Outreach letter - **Sub teams (if any) to commence work**	- Agree on next steps for PDDRP & TMCH review process	Chairs/staff to send letter to SO/AC/SG/Cs (deadline 22 July)
15 June 2016	PDDRP	- Briefing by/discussion with PDDRP Provider about policy, background, anticipated use	All (**If sub teams are used for background summaries, sub team should commence work by this time**)
22 June 2016	Pre-ICANN56 Meeting Week - Staff to prepare/coordinate any further data gathering recommended by PDDRP sub team	- No meeting	Chairs & staff to confirm Helsinki presentation/briefing materials
30 June 2016	**F2F in Helsinki**	- Presentation to community on methodology and expectations - Community discussion/feedback, generally and on list of PDDRP issues - **Initial status report from PDDRP background sub team (if used)**	
6 July 2016	Post-Meeting Week - Staff to prepare/coordinate any further data gathering recommended by TMCH sub team	- No meeting	
13 July 2016	PDDRP	- Review of community feedback from ICANN56 - Review list of PDDRP issues from the Charter/Final Issue Report	All

20 July 2016	PDDRP	- **Final status report from PDDRP sub team** - **Initial status report from sub team on TMCH (if used)**	All
27 July 2016	PDDRP - Staff to collate and distribute feedback on PDDRP from SO/AC/SG/Cs - Chairs & staff to circulate draft TMCH outreach letter	- Finalize list of PDDRP issues - Discuss outreach letter on TMCH to SO/AC/SG/Cs	All
3 August 2016	PDDRP	- Agree on outreach letter on TMCH to SO/AC/SG/Cs - Discussion of feedback from initial outreach letter	All (sub teams may also be used here, if necessary)
10 August 2016	PDDRP - Outreach letter to be sent (deadline of 15 September?)	- **Final status report from TMCH background sub team** - Discuss PDDRP issues	All
17 August 2016	PDDRP	- Continue PDDRP discussions	All
24 August 2016	PDDRP	- Conclude preliminary PDDRP discussions	
31 August 2016	TMCH	- Start TMCH Review: review methodology and results of initial data gathering	
7 September 2016	TMCH	- Briefing by/discussion with TMCH Operator	
14 September 2016	TMCH - Staff to begin to collate feedback from TMCH outreach letter	- Briefing by/discussion with TMCH Independent Reviewer	All
21 September 2016	TMCH	- Discuss draft report from TMCH Independent Reviewer	All
28 September 2016	TMCH	- Discuss list of issues for TMCH review - Begin review of community feedback on TMCH based on outreach letter	All
5 October 2016	TMCH	- Continue discussion of list of TMCH issues - Continue review of community feedback on TMCH	All

12 October 2016	TMCH	- Agree on list of TMCH issues	All
19 October 2016	TMCH	- Continue discussion and review on TMCH	All
26 October 2016	Pre-ICANN57 Meeting Week	- No meeting	Chairs & staff to confirm presentation/briefing materials for ICANN57
2 November 2016	TMCH **F2F at ICANN57**	- Presentation on progress; continue to discuss and review TMCH	All
9 November 2016	Post-Meeting Week	- No meeting	
16 November 2016	TMCH	- Review ICANN57 feedback on TMCH review	All
25 November 2016	Day before Thanksgiving (US holiday)	- No meeting	
30 November 2016	TMCH **Sub teams formed to summarize background materials and recommend additional data to be gathered for Sunrise & TM Claims**	- Continue discussion on TMCH (include results of any data gathering exercise)	All
7 December 2016	TMCH	- Continue discussion on TMCH	All
14 December 2016	TMCH	- Continue discussion on TMCH	All
21 December 2016	TMCH	- Continue discussion on TMCH	All
28 December	ICANN offices closed	- No meeting	
4 January 2017	TMCH	- Conclude discussion on TMCH	All
11 January 2017	Sunrise/Trademark Claims - Note that a SO/AC outreach letter on these topics and background summaries may/will need to be started before this date	- Start Review Sunrise Registration and Trademark Claims (proceed with same timeline/methodology as TMCH)	All
10-15 March 2017	**F2F at ICANN58**		All
5 April 2017	Sunrise/Trademark Claims	- Agree on preliminary conclusions for Sunrise and Trademark Claims	All
12 April 2017	URS - Similarly, note that an outreach letter on the URS and background	- Start review of URS (proceed with same timeline/methodology as TMCH)	All

	summaries will need to be started before this date			
26-29 June 2017	**F2F at ICANN59**			
19 July 2017	URS	-	Agree on preliminary conclusions for URS	All
26 July 2017	Review of achievements	-	Review all results to date to derive overall perspective of review results	All
30 August 2017	Finalize Phase 1	-	Agree on overall perspective and begin discussion of preliminary recommendations for Phase 1	All
6 September September 2017	Finalize Phase 1 - Staff to circulate draft Initial Phase 1 Report	-	Discuss preliminary recommendations for Phase 1	All
13 September October 2017	Finalize Phase 1	-	Begin discussion of draft Report for Phase 1	All
20 September October 2017	Finalize Phase 1	-	Continue discussion of draft Phase 1 Initial Report	All
27 September	Finalize Phase 1	-	Continue discussion of draft Phase 1 Initial Report	All
4 October 2017	Finalize Phase 1	-	Conclude discussion of Phase 1 Initial Report	All
11 October 2017	Finalize Phase 1	-	Conclude discussion of draft Phase 1 Initial Report	All
18 October 2017	**Finalize Phase 1**	-	**Finalize full text of Initial Report on Phase 1**	
25 October 2017	**Open public comment forum** Pre-ICANN60 Meeting Week	- -	No meeting Submit Initial Report on Phase 1 for Public Comment and meet document submission deadline for ICANN60	Chairs & staff to finalize presentation/briefing materials
28 Oct – 3 Nov 2017	**F2F at ICANN60**	-	Present Initial Report on Phase 1 to community for ICANN60; advertise public comment period	All
8 November 2017	Post-Meeting Week	-	No meeting	
15 November 2017	Finalize Phase 1	-	Review community feedback from ICANN60	All
22 November 2017	Day before Thanksgiving (US holiday)	-	No meeting	
29 November 2017	Finalize Phase 1	-	**Close of Public Comment for Initial Report on**	All

		Phase 1	
6 December 2017	Finalize Phase 1	- Commence discussion of community feedback on Initial Report	All
13 December 2017	Finalize Phase 1	- Continue discussion of community feedback	All
20 December	Finalize Phase 1	- Continue discussion of community feedback and update Initial Report	All
3 January 2018	Finalize Phase 1	- Continue discussion of community feedback and update Initial Report	All
10 January 2018	Finalize Phase 1 - Staff to circulate proposed finalized Initial Report before this meeting	- Finalize Initial Report on Phase 1	All; staff and chairs to announce Consensus Call
17 January 2018	**Finalize Phase 1**	- **Finalize Initial Report on Phase 1 and submit to GNSO Council.**	**All; staff and chairs to close Consensus Call**
24 January 2018	Start Phase 2	- UDRP Review	All

Two-Phased PDP as proposed in Issue Report

RPM PDP
- Initiation
- Determine Community Liaison between RPM PDP and Subsequent Rounds PDP

First Phase
- Review existing RPMs only, excluding the UDRP
- Communicate closely with Subsequent Rounds PDP and discuss issues that may arise there

Hard Stop
- Prepare First Initial Report - containing only preliminary recommendations on RPM and UDRP
- Open public comment forum
- Inform GNSO Council

Second Phase
- Review UDRP
- Update recommendations on RPMs, taking into account public comments and parallel efforts such as CCT
- Inform Subsequent Rounds PDP on progress

Initial Report
- Prepare Second Initial Report containing recommendations on both UDRP and RPMs
- Open public comment forum
- Inform GNSO Council

Hard Stop
- Draft Final Report taking into account public comments and feedback from Subsequent Rounds PDP and parallel efforts
- Submit Report to GNSO for approval