**Handling community comments submitted to the** [**ICG Forum**](http://forum.icann.org/lists/icg-forum/)**[[1]](#footnote-1)**

**Discussion Draft based on Singapore Meeting**

**11 February 2015 – V.1**

 Commnents

This is consistent with what we discussded.

It is not appropriate to leave the option to the operational community to receive, forwarded copied of comments or express preference to self monitor the ICG form .It is fundamental that ICG decides on the matter abnd not to leave it to the operational communities to choose receibving I or being forwarded or selfmonitor. ICG is the sole and only instant 7entitty which has the right to decide on the matter

 **Acknowledge – ICG Secretariat to Sender:**

ICG secretariat will acknowledge receipt through an automated receipt message that includes the steps ICG will follow to handle community comments directly submitted to its forum.

1. **Forward – ICG to Operational Communities:**

Should ICG decides to forward the comments received to the concerned/ relevant operational community/ communities, ICG secretariat will forward comments received to the relevant OC, to be handled as if they were raised inside their process and inform the sender accordingly.

**ICG Internal Process:**

As part of its ongoing proposal assessment process, the ICG will decide whether to direct any questions to the relevant operational community as a result of comments received and will consider responses received from the community during the assessment process.

1. **Alert – ICG Secretariat to ICG:**

ICG secretariat will alert the ICG of any comments or input received on the [ICG Forum](http://forum.icann.org/lists/icg-forum/).

1. **Review – ICG Review Comments:**

The ICG will also review the comments received and may follow up with its own question(s) to the relevant OC, if the ICG deems necessary.

1. **Update – ICG Secretariat to ICG:**

On periodic basis, ICG secretariat will create a summary of comments received. The ICG requests that OCs, to whom the comments have been addressed, post any summary updates related to their responses or how they have dealt with the comments in general as they find appropriate.

1. All community comments, addressed to the ICG, are publicly available on its [forum](http://forum.icann.org/lists/icg-forum/). All three operational communities are encouraged to follow, consider and respond to comments on their proposals. [↑](#footnote-ref-1)