



Implementation Oversight Task Force (IOTF) Meeting

Call #7 | 27 April 2016

Agenda

1. Opening Remarks
2. Implementation Items
 - RZERC Charter: Obtain final agreement from IOTF on the draft circulated
 - IANA Escalation Mechanism: Is there any other comments and feedback from the IOTF on Chuck's clarification?
 - Document Review Process & Timeline: Continue discussion regarding document review process
3. AOB
4. Closing Remarks

RZERC Charter

RZERC Charter

Purpose	<p>Review and provide input regarding proposed architectural and operational changes to the root zone.</p> <p>As determined necessary by the committee, propose architectural and operational changes to the Root Zone for consideration by the ICANN Board.</p> <p>Act as a consultation body for ICANN during the RFP process for the Root Zone Maintainer, if needed</p>
Scope of Responsibilities	<p>Consider issues raised to the committee to identify any potential security, stability or resiliency risks to the architecture and operation of the root zone.</p> <p>Coordination with the committee's respective organizations and communities, and if appropriate, external experts, to ensure that relevant bodies were involved in decision and relevant expertise was available.</p> <p>For operational and architectural changes that impose potential risk to the security, stability, or resiliency of the root system (as identified by one or more committee members and agreed by a simple majority of members), coordinate a public consultation process via the ICANN public comment forum regarding the proposed changes, including the identified risks.</p> <p>Act as a consultation body for ICANN during the issuance and consideration of an RFP for the Root Zone Maintainer, if needed.</p> <p>Coordinate with the Customer Standing Committee (CSC) as needed;</p>
Composition	<p>One ICANN Board member (possibly as Chair), senior IANA Function Operator administrator or delegate, Chairs or delegates of the SSAC, RSSAC, ASO, IETF, a representative of the GNSO RySG, a representative of the ccNSO and a representative of the Root Zone Maintainer.</p> <p>The committee will select its chair.</p>

RZERC Charter - Continued

Meetings	<p>Will meet as frequently as necessary, with at least one meeting per calendar year. Regular meetings may be called upon with a fourteen-days notice by either the Chair or two members of the Committee acting together. Meetings to address urgent issues may be called in a manner calculated to provide as much notice as possible to the members of the Committee.</p> <p>Meetings may take place telephonically or, as prudent, face-to-face. E-mail and other Internet-based discussions are not deemed to be meetings.</p>
Voting and Quorum	<p>Decisions and actions of the Committee shall be taken by consensus. Such consensus may be determined via Internet-based discussions without the need for a meeting.</p>
Records of Proceedings	<p>The Committee shall operate as openly and transparently.</p> <p>Minutes or other records of Committee sessions shall be posted following approval by the Committee.</p> <p>In the event that making certain deliberations public would create a risk to the security or stability of the Internet DNS, the Committee shall specifically identify that as a reason for withholding parts of their meeting records.</p>
Conflicts of Interest	<p>Committee members must provide statements of interest and confirm adherence to a Conflicts of Interest policy in their Committee service.</p>
Review	<p>The Charter of the Committee shall be reviewed at least every 5 years, and a review may be initiated more frequently if determined necessary.</p>

IANA Escalation Mechanism

IANA Escalation Mechanism

Question:

Is the omission of the “ICANN President and CEO” from the escalation step within the paragraph 1367 of Annex I intentional?

Chuck Gomes’ clarification (21 April 2016 via IOTF mailing list):

“As I suspected on the call this week, it was intentional. Thanks to Marika for digging into meeting notes to confirm this. From my own personal point of view, considering that anyone can file a complaint in Phase 1, it seems like overkill to escalate a complaint in Phase 1 to the President and CEO, and if it is a recurring problem or of a more significant nature, registry operations or the ccNSO or GNSO may escalate it further via Phase 2.”

Question:

Flowchart #1 and #3 of the Annex J are titled the same (“IANA Problem Resolution Process”), but the contents of the flowcharts differ. Is the difference intentional?

Chuck Gomes’ clarification (21 April 2016 via IOTF mailing list):

“As you can see, the one on page 115 includes the PTI Board step and the one on page 113 does not. The one with the PTI Board step matches the steps in paragraph 1384 on page 112 so it should be used. I am not sure why there was even a need to include the IANA Problem Resolution Process flow chart twice. I suggest deleting the first occurrence. That makes logical sense not only because it is incomplete but also because the last step in the CSC row of the IANA Customer Service Complaint Resolution Process for Naming Related Functions ends with ‘IANA Problem Resolution Process (see next page)’.”

Document Review Process & Timeline

AOB & Closing Remarks

Appendix

List of implementation item requiring input from IOTF

Category	Items	Priority	Status
PTI Board	<ol style="list-style-type: none"> 1. Approach for selection of PTI independent Board of Directors 2. Define selection criteria for PTI independent Board of Directors 	High	<ol style="list-style-type: none"> 1. Completed 2. Open
PTI*	<ol style="list-style-type: none"> 1. PTI structure 2. PTI governance documents 3. ICANN-PTI Contract 	High	<ol style="list-style-type: none"> 1. Open 2. Open 3. Open
CSC	CSC formation	High	Open
RZERC	RZERC charter	High	Open
IANA Escalation Mechanisms	<ol style="list-style-type: none"> 1. IANA Customer Service Complaint Resolution Process 2. IANA Problem Resolution Process 	Low	<ol style="list-style-type: none"> 1. Open 2. Open
IANA IPR	TBD	Low	Open

* Consider and discuss sections 7 & 8 of Annex C from the CWG proposal during document development process

IOTF Call Decision Log

- **PTI Independent Board of Directors**
 - Initial Selections
 - Jonathan and Lise to serve as interim PTI independent directors assuming there are no issues around conflict and independence (Call #1, 21 March 2016)
 - Ongoing Selections
 - NomCom will be the appointing body for PTI independent directors (Call #1, 21 March 2016)
 - Selection criteria will be provided by direct customers of IANA functions (the CSC) (Call #1, 21 March 2016)
- **PTI Structure**
 - Operations of all 3 functions of Names, Numbers, and Protocol Parameters to move to PTI (Call #2, 25 March 2016)
- **High-level PTI Conflict of Interest & Anonymous Reporting Policies**
 - No objections from IOTF (Call #4, 04 April 2016)
- **Document Review Process & Timeline**
 - Agreement reached (Call #4, 04 April 2016)

Document Review Process & Timeline

