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| **Date** | **Event** | **Comments** |
| **19-20 Jan 2011** | Face to Face meeting, London | <https://community.icann.org/display/whoisreview/London>; Scope of work, Definitions, ICANN materials; first speakers.  End of January: publish short report summarizing this meeting. |
| **Early February 2011** | Open public comment  Write to the ICANN Community via the public comment process, as well as specific constituencies, and identified key stakeholders drawing attention to public comment and seeking input | Scope of Work and Definitions – seeking input on draft work; request consideration of specific questions and requests for information. RT Develops its Working Groups |
| **Feb 2011** | Develop questionnaires, seeking information (eg on best practices) | Suggested actions: Write to CENTR, the RIRs, and other groups like APTLD to identify relevant secondary data, and whether they may be willing to work with us on gathering relevant data.  Consider appropriate actions re: development of questionnaires alone or in partnership with external consultants. |
| **13 March** | ICANN San Francisco  Face to face meeting full day | Review and Finalize Working Group composition  Draft RFP for any external organization involvement  Draft an outline of key sections of the report, and assign to Working Groups |
| **14-16 March** | Outreach events | ICANN Board, Staff, gNSO. GAC, ccNSO, ASO, SSAC, a public session with the Community as a whole. |
| **April 2011** | Outline report plan for public comment |  |
| **May 2011** | Public comment | Publish any further questions and requests for information to the community via the ICANN Public Comment process. |
| **19 June 2011** | ICANN, Amman  Face to face meeting | Progress report from Working Groups, review any draft content; continue work of Working Groups  Progress report on any external research  Review comments received to date from the public comment process |
| **20-22 June 2011** | ICANN, Amman  Outreach events | ICANN staff, gNSO, GAC, ccNSO, ASO, SSAC, Public Meeting  Individual meetings with groups, and a Public Meeting at the ICANN meeting to discuss work to date, and questions/information we are requesting from the public. |
| **31 August 2011** | Any external research completed | Presentation of work to the RT. |
| **Mid-Sep 2011** | Face to Face drafting meeting | 2 full days to draft the Report and our Recommendations. |
| **1 October 2011** | Draft report for public comment | Via the ICANN public comment process. |
| **23 October 2011** | Face to face meeting, ICANN, Africa | Full day RT meeting reviewing public comment received to date. |
| **24-26 October 2011** | ICANN, Africa | Outreach meetings with ICANN Community, GAC, ICANN Board and a public session to review report and recommendations; and encouraging all to participate in the final round of public comment. |
| **November 2011** | Finalising report |  |
| **30 November 2011** | PUBLICATION OF FINAL REPORT |  |

Intervening meetings every two weeks by phone:

1. Choice of full group meeting or
2. Working groups meetings (held in parallel or at a time of convenience to all the WG members, all discussions recorded, archived and made available).

Given our locations across the world, it might be possible to find a regular time/day-of-the-week to hold the full group calls.