

Important Info on Elections (Extracted from NPOC charter)

2.0 Committee Structure and Officer Requirements

2.1 Committee Structure

2.1.1 The NPOC shall consist of a(n) Executive, Membership, Policy and Communications committee. Additional committees may be formed by majority vote of the Executive Committee as needed.

2.1.2 Executive Committee (EC). Members of the NPOC shall elect an EC. The qualifications, rights and duties of the EC are set forth in Section 3.0

2.1.3 Membership Committee. Members of the NPOC shall elect a Membership Committee, its roles and responsibilities are set forth in Section 4.1.

2.1.4 Policy Committee. Members of the NPOC shall elect a Policy Committee, its roles and responsibilities are set forth in Section 4.2.

2.1.5 Communications Committee. Members of the NPOC shall elect a Communications Committee, its roles and responsibilities are set forth in Section 4.3.

2.2 Eligibility

Sections 2.2 through 2.10 provide rules and requirements for all NPOC leadership positions elected by the membership and, as such, apply to the Chair, Vice-Chair, Secretariat, and Chairs of the Membership, Policy, and Communication Committees.

To be eligible for a committee officer position, candidates must:

2.2.1 Have been his/her organization's representative of record, in good standing, for a period of at least six (6) months;

2.2.2 Not already hold a committee leadership position;

2.2.3 Not be currently serving as a GNSO Council Member; and

2.2.4 Not be NPOC Chair if serving on the ICANN Nominating Committee, as an officer of another ICANN constituency or as an officer of the At-Large Advisory Committee (ALAC).

2.3 Elections

All committee officer positions shall be elected by active NPOC members as provided in Section 3.1.1.

3.0 Executive Committee (EC)

3.1 Duties and Responsibilities of the Executive Committee (EC)

3.1.1 Conduct Elections. In accordance with the provisions in Section 8.0 the EC shall:

3.1.1.1 Direct the Membership Committee Chair to announce a call for candidate nominations at least sixty (60) days prior to an election and establish a list of the Members eligible to vote in such election including their status/vote allocation;

3.1.1.2 Establish and oversee a secure, confidential, and accurate balloting procedure;

3.1.1.3 Obtain from the Membership Committee Chair the names of candidates for each office to be elected or obtain from the Policy Development Committee Chair the title of the policy issue for vote;

3.1.1.4 Collect and post on the NPOC website a statement of qualifications and intentions of all candidates or policy issues on the ballot;

3.1.1.5 Create and provide ballots to each Constituency Member designated representative eligible to vote at least thirty (30) days prior to the close of voting for such election; and

3.1.1.6 Supervise the vote count for accuracy and ensure that members are notified of the results in a timely and transparent manner.

3.1.2 Manage Funding and Expenditures. The EC shall:

3.1.2.1 Obtain and monitor NPOC funding from ICANN, individuals and organizations that are not Members, and other sources;

3.1.2.2 Approve a budget proposed by the Secretariat at least annually and approve reports on expenditures at the end of each budget period; and

3.1.2.3 Keep records and make such accountings as are necessary to satisfy the requirements of any funding source or grant.

3.1.3 Make Appointments. The EC shall appoint or recommend NPOC members as candidates, upon request, to serve on, or as liaison with, other ICANN structures, including the ICANN Nominating Committee if so requested by the NCSG Executive Committee.

3.1.4 Establish Additional Committees and Working Groups. The EC may propose to the Constituency Members requests to establish additional temporary or permanent committees or working groups. Such requests may originate from within the EC itself or from any Constituency Member. The EC shall post such a request on the NPOC website. The request shall:

3.1.4.1 Explain the need for and intended purpose of such entity;

3.1.4.2 Propose committee formation criteria, eligibility requirements

for members of the committee, and committee functions and procedures in addition to those stated in Section 4.0;

3.1.4.3 State a date, not less than thirty (30) calendar days after the request is posted, on which such entity will be formed, unless three (3) or more Members request in writing to the EC that the EC request to create a new committee or working groups be put to Member vote.

3.1.4.4 Upon a sufficient request for a Member vote, the EC shall conduct a vote on approving the request in accordance with the procedures for an election set forth in Section 8.0.

3.1.4.5 Any committee or working group established pursuant to this Section shall comply with the requirements of Section 2.0.

3.1.5 Resolve Disputes. The EC shall hear and resolve disputes among members and any appeal from a decision made by the Membership Committee Chair.

3.1.6 Records Retention. The EC shall maintain all records required by the ICANN Board for GNSO structures to maintain for no less than four (4) years to ensure that a full three (3) year record is available for each renewal/reconfirmation period.

3.2 Composition

As long as there are sufficient willing participants, the EC shall consist of the following six (6) officers:

3.2.1 NPOC Chair;

3.2.2 NPOC Vice Chair;

3.2.3 Secretariat;

3.2.4 Membership Committee Chair;

3.2.5 Policy Committee Chair; and

3.2.6 Communications Committee Chair.

3.3 Responsibilities of EC Officers

The duties and responsibilities of the EC Officers may be amended at any time upon favorable vote of the EC.

3.3.1 The Chair shall:

3.3.1.1 Organize and conduct meetings and teleconferences of the NPOC, including a meeting of all Members during the ICANN public meetings on a day selected by the EC to maximize the NPOC's potential to influence GNSO Council and ICANN Board decisions;

3.3.1.2 Determine the agenda and meeting schedule of the EC and the NPOC;

3.3.1.3 Liaison with other Stakeholder Group representatives, Advisory

Committees, the ICANN Board, and ICANN Staff on administrative and substantive matters;

3.3.1.4 Establish guidelines for EC participation requirements in accordance with Section 5.1.3.1;

3.3.1.5 Ensure that timelines and standards for the work of the officers and committees are set and met; and

3.3.1.6 Advise and assist the other members of the EC.

3.3.2 The Vice Chair shall:

3.3.2.1 Perform such duties of the Chair or other EC officers as are delegated to this position by vote of the EC or by the Chair;

3.3.2.2 Participate in EC decision making;

3.3.2.3 Participate in outreach, recruiting, liaison, and networking efforts; and

3.3.2.4 Advise and assist the Chair and the other members of the EC.

3.3.4 The Membership Committee Chair shall:

3.3.4.1 Ensure the committee performs its duties and responsibilities as detailed in Section 4.1;

3.3.4.2 Convene all Membership Committee meetings;

3.3.4.3 Participate in all Executive Committee meetings; and

3.3.4.4 Keep the EC information on the committee's work and conclusions;

3.3.4.5 Advise and assist the Chair and the other members of the EC; and

3.3.4.6 Perform other duties as assigned.

3.3.5 The Policy Development Committee Chair shall:

3.3.5.1 Ensure the committee performs its duties and responsibilities as detailed in Section 4.2;

3.3.5.2 Convene all Policy Development Committee meetings;

3.3.5.3 Participate in all Executive Committee meetings;

3.3.5.4 Keep the EC information on the committee's work and conclusions of working groups convened by the EC and the work of the GNSO Council Representatives;

3.3.5.5 Serve as a liaison between the GNSO Council Representatives and the Policy Development Committee;

3.3.5.6 Advise and assist the Chair and the other members of the EC; and

3.3.5.7 Perform other duties as assigned.

3.3.6 The Communications Committee Chair shall:

3.3.6.1 Ensure the committee performs its duties and responsibilities as

detailed in Section 4.3;

3.3.6.2 Convene all Communications Committee meetings;

3.3.6.3 Participate in all Executive Committee meetings;

3.3.6.4 Keep the EC information on the committee's work and conclusions;

3.3.6.5 Advise and assist the Chair and the other members of the EC; and

3.3.6.6 Perform other duties as assigned.

8.0 Elections

8.1 Eligibility for Elected Office

All candidates for elected office must meet the qualifications of the office position they seek as defined in Section 2.2.

8.2 Procedures

The following detail the process for selecting candidates for NPOC elected offices:

8.2.1 The EC shall task the Communications Committee to post a Notice of Election and Request for Nominations on the NPOC website for at least sixty (60) days prior to an upcoming election. Such notice shall include the opening date of the official vote.

8.2.2 Candidates must request formal nomination from the Membership Committee by submitting a completed Request for Nomination form within fifteen (15) calendar days of the official Notice of Election post.

8.2.3 The Membership Committee shall review the completed Request for Nomination forms and notify candidates of formal acceptance no less than thirty (30) calendar days of the official vote.

8.2.4 No position shall have more than four (4) candidates. In the event more than four (4) individuals request nomination the EC shall review and vote on the final four (4) candidates.

8.2.5 Once the candidates have been formally accepted, the voting process detailed in Section 9.0 will commence.