



Guidelines Review Committee

Update

23 June 2015, Buenos Aires

Hang the code, and hang the rules.
They're more like guidelines anyway.
Pirates of the Carribean

Purpose of the GRC

- review the current guidelines
- ascertain whether they reflect current practices and working methods
- identify potential gaps
- propose changes to the current guidelines to the Council.

Our Members

- Lesley Cowley, ccNSO Council
- Nelson Juarez, .ni
- Daniel Kalchev, .bg
- Eduardo Santoyo, .co
- Katrina Sasaki, .lv (Chair)
- Margarita Valdes, .cl

ccNSO Guidelines

- **Election processes**, driven by the ICANN Bylaws: Board selection and Council election process
- **External appointments:**
 - NomCom appointee
 - Appointment of Liaisons and observers.
- **Internal organization of activities:**
 - Guideline ccNSO Working Groups,
 - ccNSO Response and Statement Procedure Guideline and related Timeline,
 - Guideline Maintaining, Updating and reviewing ccNSO Work plan (includes the Triage committee)
- **Internal organizational Guidelines:**
 - ccNSO Rules,
 - ccNSO Council meeting Guideline,
 - ccNSO meetings Guideline, and
 - Assignment of roles and responsibilities
- **Other/Miscellaneous:**
 - Interaction with the ICANN Strategic and Operational plan, and
 - Revised process for ccNSO Travel Funding

Sequence of Activities

- Are all Guidelines still relevant?
 - Advise the Council to archive Guideline on interaction ICANN strategic and operational Plan
- Determine priority of review
- Ascertain gaps, relevance
- Redraft Guidelines
- Consult the community
- Adopt Guidelines and archive the old ones

Order of the Review Process

- **Guideline ccNSO Working Groups**
- **ccNSO Response and Statement Procedure Guideline and related Timeline**
- **Guideline Maintaining, Updating and reviewing ccNSO Work plan**
- **ccNSO Council meeting Guideline**
- **ccNSO meetings Guideline**
- Assignment of roles and responsibilities
- NomCom appointee
- Appointment of Liaisons and observers
- Board selection and Council election process
- Travel Funding Guideline
- ccNSO Rules

Guideline Review Template

Version 2

Guideline	
Date of Review	
Reviewer	
General evaluation	
Issues identified with document itself	
Issues /gaps between current practice and documented practice	
Potential issues/gaps that may come in future	
Does the document fully address the issue?	Yes / No
Does the document clearly set out the roles and responsibilities?	Yes / No
Does the document correctly describe current practice?	Yes / No
Is the document easy to understand?	Yes / No
Is the document internally consistent?	Yes / No
Is the document consistent with other documents?	Yes / No
Is the document consistent with the general structure for Guidelines?	Yes / No
Detailed evaluation	
Additional comments/suggestions (if any)	

General Framework for ccNSO Guidelines

Structure

Each guideline should contain at least the following parts:

Title

Version #

Date of adoption by the Council

A. Introduction & Background

- Summary and rationale for the Guideline

B. Goal/Purpose of the Guideline

What problem/issue does the guideline address?

C. Body of the Guideline

Substantive part of the Guideline: how the problem/issue is addressed (the mechanics)

D. Institutional Elements of the Guideline (General)

- Status of the Guideline (internal rule in accordance with Article IX Section 3.11, and Article IX ,section 4.2)
Section 3.11. The ccNSO Council, subject to direction by the ccNSO members, shall adopt such rules and procedures for the ccNSO as it deems necessary, provided they are consistent with these Bylaws. Rules for ccNSO membership and operating procedures adopted by the ccNSO Council shall be published on the Website.
- *Section 4.2 The ccTLD manager's agreement, for the duration of its membership in the ccNSO, (a) to adhere to rules of the ccNSO, including membership rules...*
- Omission or unreasonable impact of the Guideline
- Review of and change mechanism for Guideline

Annex 1: workflow and process description

Annex 2: Change history + major changes

CCNSO

Country Code Names Supporting Organisation



ICANN

Thank you!
Any questions?