

Proposed Procedures and Criteria for NCSG Constituency Review Process (v.0.8)

Review Process:

1. NCSG EC announce process and criteria (Google form).
2. Constituency leadership prepares written response demonstrating how each criteria is met (3-4 months?).
3. NCSG EC meets with constituency leadership to discuss and answer questions (or could be done via writing).
4. NCSG EC discusses info presented by constituency and any other relevant information to determine if criteria is met. [Prepare a score card?]
5. If all NCSG EC agree that criteria adequately met without need for improvements, then inform constituency leadership of approval decision. If any NCSG EC member believes criteria has not been adequately met, the EC informs constituency leadership about the need for improvements on specific criteria.
6. Constituency leadership may make suggested internal improvements within 6 months to maintain constituency status.
7. If after 6 months, the constituency still has not made necessary improvements, it's constituency status is terminated, unless it has undertaken steps to remedy the deficiency and its leadership requests a 6-month extension to complete remedial steps.
8. If after the requested 6-month extension (12 months total), the constituency still has not made the necessary improvements, its constituency status automatically terminates, and can only be revived by an affirmative vote of the ICANN Board of Directors requesting that the NCSG EC reconsider its decision in the affirmative or provide additional time to meet criteria.
9. If constituency status terminates, members in good standing of that constituency remain members of NCSG and may petition to create a new constituency or join existing one(s), or remain unaffiliated with any constituency.

Constituency Evaluation Criteria:

- 5 specific issues required by 2.3.3 of NCSG Charter RE: Constituency Review Constituency:
 - i) must still have defined noncommercial purpose and still meet criteria in 2.3.1 NCSG Charter.
 - ii) must have maintained a dynamic publicly archived discussion list.
 - iii) must have participated actively in relevant NCSG and GNSO Policy development process working groups.
 - iv) must have participated actively in submitting comments and other policy stmnts to NCSG and to GNSO.
 - v) must have at least 10 participants who sign on to an updated SOI.
- All critical mailing lists for constituency are publicly archived (some rare limited exceptions).
- Policy and administrative discussions are recorded and publicly archived, particularly where decisions are made.
- Travel slots and other constituency resources are allocated transparently.
- Financial reports published on a yearly basis and within 30 days of receipt of a special request by a group of members.
- Meeting minutes released in timely fashion to membership.
- A full current constituency membership list is publicly posted.
- Policy or other position papers published timely and members given opportunity to comment on them.
- Process exists members to propose Constituency Charter amendments.
- Elections held regularly, timely, any eligible member may nominate, run, vote. Eligibility criteria published and approved.
- Any constituency member is permitted to contribute to policy development.
- Process exists to challenge decisions of leadership.
- Charter is up-to-date.
- Operating procedures are adequate.
- Leadership decisions made via documented process.
- Officers adhere to ICANN expected standards of behavior.
- Members have equal adequate access to relevant official information to make informed policy and admin decisions.
- Removal procedures for non-performing or corrupt officers and for ineligible members of constituency.
- Procedure for handling conflicts of interest in decision making process.

- Discourage commercial and govt. interests from interfering in non-commercial constituency decision making processes.
- Engage in constituency membership outreach.
- Only members admitted into NCSG are members of constituency.
- Membership SOIs are up-to-date.