

EDPD Leadership

Current EPDP Charter Text - PLEASE DO NOT MODIFY

EPDP Team Leadership

Selection of EPDP Team Leadership

The GNSO Council will appoint a qualified Chair for the ePDP. Below as Annex A is a description of the qualifications and role of the Chair for this ePDP.

The Working Group, once formed, will select two Vice Chairs to assist the Chair.

Staff will publish a request for Expressions of Interest for the role of Chair. The GNSO Council leadership will review the responses and will propose a Chair to the GNSO Council which will then either affirm the selection or reject the selection and send the process back to the GNSO Council leadership.

The Expression of Interest should address the following issues:

- Why they are interested in the position.
- What particular skills they believe are important to Chairing the ePDP.
- Their knowledge of the Temporary Specification
- Their understanding of ICANN, the GNSO Policy Development Process and the domain name registration process
- That they understand the time necessary required to Chair the ePDP and can commit to this role.
- Conflict of interest statement
- Include updated Statement of Interest (SOI)
- Commitment to act neutrally

ANNEX A

As outlined in the GNSO Working Group Guidelines (WGG), the purpose of a Chair is to call meetings, preside over working group deliberations, manage the process so that all participants have the opportunity to contribute, and report the results of the Working Group to the Chartering Organization. These tasks require a dedicated time commitment as each week calls have to be prepared, the agenda concretized, and relevant material has to be reviewed. **ALTERNATIVE ONE:** The Chair shall be neutral and, in order to ensure such neutrality, the Chair must not be a member of any group which also has representation on the Working Group. The Chair shall not be a

member of the Working Group for purposes of consensus calls. ALTERNATIVE TWO: The Chair shall be neutral. While the Chair may be a member of any group which also has representation on the Working Group, the Chair shall not act in a manner which favors such group. The Chair shall not be a member of the Working Group for purposes of consensus calls.

In addition, it is required – that interested candidates have considerable experience in Chairing working groups, and direct experience with at least one GNSO Policy Development Process throughout its lifecycle would be an advantage. Familiarity with the functioning of a Working Group is important to understand the various leadership skills that are necessary to employ during a WG's lifecycle. For example, a chair has to ensure that debates are conducted in an open and transparent manner and that all interests are equally represented within the Group's discussions. During the later stages of a WG when recommendations are drafted, a Chair will benefit from understanding the viewpoints of various participants to ensure that an acceptable and effective outcome – ideally in form of consensus – can be achieved.

In short, a WG Chair is expected to:

- i. Attend all WG meetings to assure continuity and familiarity with the subject matter and the on-going discussions;
- ii. Prepare meetings by reading all circulated materials;
- iii. Be familiar with the subject matter, including but not limited to GDPR and trademark law, and actively encourage participation during the calls
- iv. Be active on the WG mailing list and invite WG participants to share their viewpoints;
- v. Drive forward the WG and assure that discussions remain on point;
- vi. Work actively towards achieving policy recommendations that ideally receive full consensus;
- vii. Ensure that particular outreach efforts are made when community reviews are done of the group's output;
- viii. Underscore the importance of achieving overall representational balance on any sub-teams that are formed;
- ix. Encourage and, where necessary, enforce the ICANN Standards of Behavior.
- x. Co-ordinate with ICANN staff and assure that the WG is supported as effectively as possible
- xi. Conduct consistent timely reporting to the GNSO Council on the progress of the ePDP.

Finally, as also pointed out the in GNSO Working Group Guidelines, 'appointing a co-chair(s) or vice-chair(s) may facilitate the work of the Chair by ensuring continuity in case of absence, sharing of workload, and allowing the Chair to become engaged in a particular debate.' As a result, similar tasks and skills are expected from co/vice chairs, although the overall workload may be reduced as a result of being able to share this with the chair(s).

Role of the GNSO Council Liaison

The GNSO Council shall appoint a liaison who is accountable to the GNSO. The liaison must be a member of the Council, and the Council recommends the liaison be a Council member able to serve during the life of this EPDP. Generally speaking, the liaison is expected to fulfill the liaison role in a

neutral manner, monitor the discussions of the Working Group and assist, and inform the Chair and the EPDP Team as required.

- The liaison may serve as an interim EPDP Team Chair until a Team Chair is named. As per current practice, it would not be appropriate for the liaison to be considered for a permanent Chair or co-chair/vice-chair position;
- The liaison is expected to report to the GNSO Council on a regular basis (at a minimum, at or before an ICANN public meeting and as issues or significant milestones arise in the group's work) on the progress of the Working Group. Such report is expected to be coordinated with the EPDP Team leadership;
- The liaison will assist the EPDP Team Chair as required with his/her knowledge of policy development processes and practices;
- The liaison will refer to the Council any questions or queries the EPDP Team might have in relation to its charter and mission;
- The liaison will assist or engage when the EPDP Team faces challenges or problems, and will notify the Council of efforts in this regard;
- The liaison will assist the EPDP Team Chair in suspected cases of abuse of ICANN's Expected Standards of Behavior and/or restricting the participation of someone who seriously disrupts the Team;
- The liaison will facilitate in case there is disagreement between the EPDP Team Chair and EPDP Team member(s) in relation to designation of consensus given to a certain recommendations.
- The liaison is expected to be a regular attendee/participant of EPDP Team meetings;
- The liaison is expected to fulfil his/her role in a neutral manner. Should the liaison wish to intervene/participate in EPDP Team deliberations in his/her personal capacity, the liaison is expected to make it explicitly clear when he/she is speaking in liaison capacity and when speaking in personal capacity.
- The GNSO Council liaison is responsible for ensuring that the EPDP Team Chair(s) are informed about activities of the GNSO Council that have an impact on the EPDP Team. This includes not only actions taken with respect to substance related to the Team, but also any actions taken on matters upon which the Team depends or on which the Council depends on the Team.
- The GNSO Council Liaison should participate in regular meetings with the EPDP Team Leadership and consult with EPDP Team Leadership prior to providing updates or reports to the GNSO Council.
- The GNSO Council Liaison should be the person upon whom the Team relies to convey any communications, questions or concerns to the GNSO Council.

Taking into account the role and responsibilities of the liaison identified above, the GNSO Council furthermore expects that the liaison:

- Will do his/her best to stay up to date on the deliberations to be in a position to provide the GNSO Council with updates at appropriate times;
- Will make clear when he/she is acting in her liaison capability vs. participating as a EPDP Team member;
- Is alert to situations that may require liaison involvement and be prepared to act swiftly, when needed;
- Will notify the GNSO Council as soon as he/she is no longer able to take on these responsibilities so that another liaison can be identified; and
- Will notify the Council in a timely manner should there be any adjustment to the work plan and especially any delay that may have occurred in meeting the EPDP milestones.

Comments/Suggestions

[Note: Any text at issue has been bolded and italicized for ease of reference.]

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Staff will publish a request for Expressions of Interest for the role of Chair. The GNSO Council Standing Selection Committee [to be discussed/confirmed] will review the responses and will propose a Chair to the GNSO Council which will then either affirm the selection or reject the selection and send the process back to the Standing Selection Committee.

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Comments/Suggestions

Stephanie Perrin (28 June 2018): Given the highly controversial and political nature of [the GNSO Council SSC], I would suggest that it is a matter for full council deliberation. Furthermore, it might be faster. Of course if we get 50 applicants, we may reconsider.

Conflict of interest statements in this community are not fulsome. This one needs to be detailed, would suggest a level of detail similar to Board applicants.

Proposed Compromise (if any)