

Final Proposal as approved by the Board	Staff, under the direction of At-Large leadership, has already begun to rework the website and Wiki to ensure that our “Policy Advice” pages are accurate and understandable. This will continue as volunteer and staff resources allow. We will also ensure that as documents are published, the classification of the document is clear.
Prioritization	1:1:1 (Low resource needs : Low risk : 1st priority)
ARIWG comments	<p>Fundamentally, this issue is meant to address some confusion inherent in the current presentation of the ALAC document database. There are two main issues to address:</p> <ol style="list-style-type: none"> 1. Confusion about the type of document (ie “Advice” vs “Comment”) 2. The “End user” justification for intervention. <p>Accordingly, staff together with At-Large leadership will categorize the existing documents (as advice, public comment, correspondence, etc.) in a more granular fashion and provided enhanced tools with which to filter search results based on these categories. Furthermore, staff will create a new field in the database for “End User Issue” and At-Large leadership will populate this field both in current documents and those generated going forward.</p> <p>With these simple modifications, it should be easier for a Wiki visitor to peruse the work of the At-large and to quickly understand the rationale for creating individual documents.</p>
Update on any expected budget implications	Initially no additional, beyond already allocated, resources to At-Large. However, as noted in Issue 3, additional staff resources are needed for any ongoing work deemed necessary.
Progress (in terms of percentage completion) of proposed implementation steps:	<ol style="list-style-type: none"> 1. Finalize categorization of previous statements (comments, advice, correspondence, etc.) 2. Rename Sub Type to Document Type 3. Populate list options for document type based on document categorization exercise 4. Populate the “End User Interest” (EUI) field for previous comments 5. Begin logging EUI going forward.
Update and details of any established Metrics	<ol style="list-style-type: none"> 1. Clear and Accurate Distinction between statement types. 2. Statements filterable by type 3. Populated EUI fields.
Status of proposed timeline for Implementation	<p>Status requires an update/ status statement that can be a selection from (more than 1 is possible) :-</p> <ol style="list-style-type: none"> 1. implementation on this matter had already been completed/substantially completed

including links to dashboard reporting.	<ol style="list-style-type: none">2. Was begun prior to ARIWG activity of the detailed Implementation Plan3. is already part of the ALACs continuous improvement process.4. work will continue throughout 2019 and 2020 before formal review in 2021.5. Will continue until...6. is planned to initiate at7. be completed by....
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