AI = Action Item
PP = Project Plan

Date Assigned	Type	EPDP-P2 Task / Action Item	WBS	Assigned To	Group	Date Due	Date Completed	Meeting #?	Complete?	Comments
22-Apr-19	AI	Phase 1 Recommendation		EPDP Support Staff	EPDP Support Staff	22-May-19	22-May-19		Yes	EPDP Support Staff to follow up with GNSO Council regarding Rec. 25: The EPDP Team recommends that the GNSO Council, as part of its review of the Transfer Policy, specifically requests the review of the implications, as well as adjustments, that may be needed to the Transfer Policy as a result of GDPR, with great urgency.
22-Apr-19	AI	Phase 1 Recommendation 21		EPDP Support Staff	EPDP Support Staff	22-May-19	22-May-19		Yes	EPDP Support Staff to follow up with GNSO Council regarding Rec. 21: The EPDP Team also recommends that the GNSO Council instructs the review of all RPMs PDP WG to consider, as part of its deliberations, whether there is a need to update existing requirements to clarify that a complainant must only be required to insert the publicly-available RDDS data for the domain name(s) at issue in its initial complaint. The EPDP Team also recommends the GNSO Council to instruct the RPMs PDP WG to consider whether upon receiving updated RDDS data (if any), the complainant must be given the opportunity to file an amended complaint containing the updated respondent information.
2-May-19	AI	Introduction to Zoom		EPDP Support Staff	EPDP Support Staff	16-May-19	16-May-19	#02	Yes	EPDP Support Staff to schedule separate zoom training session for interested EPDP Team members.
2-May-19	AI	Work plan		EPDP Leadership Team	EPDP Leadership Team	14-May-19	14-May-19		Yes	EPDP Leadership Team to develop first draft of proposed approach / work plan for review during next EPDP Team meeting (16 May 2019).
2-May-19	AI	EPDP - DPA Small Team		Janis Karklins	Janis Karklins	14-May-19	14-May-19		Yes	Janis to reach out to Goran Marby to obtain further information in relation to the expectations, working methods and time commitment expected from the small team that is to work with ICANN Org to move forward the discussions with DPAs on UAM.
2-May-19	AI	Phase 1 Legal Memos		EPDP Team	EPDP Team	23-May-19	23-May-19	#03	Yes	EPDP Team Members to review all Phase 1 legal memos:https://community.icann.org/pages/viewpage.action?pageId=105386422 and identify any clarifying questions by 23 May at the latest to determine whether a briefing by Bird & Bird is needed.
2-May-19	AI	Summary Issue Worksheet Templates		EPDP Staff Support	EPDP Staff Support	Ongoing	Ongoing		Yes	Staff to develop worksheet templates for all topics in phase 2. EPDP Team Members to provide feedback on proposed worksheet template, both substance and outline.
16-May-19	AI	Working Definitions		Leadership / Support Staff	Leadership / Support Staff	23-May-19	23-May-19	#03	Yes	Leadership Team and Support Staff to develop initial glossary of working definitions for EPDP Team feedback in advance of next EPDP Team meeting on Thursday, 23 May.
16-May-19	AI	SG/C/SO/AC Input Template		EPDP Support Staff	EPDP Support Staff	23-May-19	23-May-19	#03	Yes	Support Staff to provide initial draft of outreach message to SG/C/SO/AC to request early input in advance of next EPDP Team meeting on Thursday, 23 May. EPDP Team members to consider questions that should be included in the outreach message.
16-May-19	AI	Worksheets input		EPDP Team	EPDP Team	23-May-19	23-May-19	#03	Yes	EPDP Team Members to provide feedback on worksheets published to date in advance of the next EPDP Team meeting
16-May-19	AI	Worksheets		EPDP Support Staff	EPDP Support Staff	23-May-19	23-May-19	#03	Yes	Support staff to develop or update worksheets for remaining topics (accuracy and standardized framework for A/D) (note - completed for accuracy)
16-May-19	AI	Legal clarifying questions		EPDP Support Staff	EPDP Support Staff	23-May-19	23-May-19	#03	Yes	Support Staff to review legal clarifying questions received to date and align them with legal memos and consolidate where possible in advance of the next EPDP Team meeting on Thursday, 23 May.
24-May-19	AI	Board resolution on Phase 1 recommendations		Janis Karklins, Rafik Dammak	Janis Karklins, Rafik Dammak	28-May-19	28-May-19		Yes	Janis to reach out to Chair of the GNSO and convey the EPDP Team's desire to engage with the GNSO Council regarding the Board resolution. Following discussion, Janis to refer back to the EPDP Team with GNSO Council feedback and proposed next steps. Rafik, as GNSO Council liaison, to seek clarification from the GNSO Council regarding the Bylaw-triggered consultation process following non-adoption of parts of GNSO Council adopted recommendations.
24-May-19	AI	Legal clarifying questions		Georgios Tselentis, Ashley Hei	Georgios Tselentis, Ashley Hei	24-May-19	24-May-19		Yes	GAC Members to provide legal clarifying questions for incorporation in the legal questions table by end of tomorrow, Friday, May 24. Support Staff to distribute updated table to the Team following receipt of GAC questions.
24-May-19	AI	Legal clarifying questions		EPDP Team	EPDP Team	29-May-19	29-May-19		Yes	EPDP Team Members to provide comments on legal questions table, i.e., question relevance and prioritization, by Wednesday, 29 May.
24-May-19	AI	Working definitions		EPDP Support Staff	EPDP Support Staff	24-May-19	24-May-19		Yes	Support Staff to convert the working definitions list into a Google Doc and distribute to the Team as soon as possible.
24-May-19	AI	Working definitions		EPDP Team	EPDP Team	28-May-19	28-May-19		Yes	EPDP Team Members to propose comments on the working definitions list by Tuesday, 28 May.
24-May-19	AI	SSAD		EPDP Team	EPDP Team	29-May-19	29-May-19		Yes	EPDP Team members to review the System for Standardized Access/Disclosure worksheet and provide any input on the document by Wednesday, 29 May so that the Team can discuss the worksheet during the next call.

AI = Action Item
PP = Project Plan

Date Assigned	Type	EPDP-P2 Task / Action Item	WBS	Assigned To	Group	Date Due	Date Completed	Meeting #?	Complete?	Comments
24-May-19	AI	Request for early input		EPDP Team	EPDP Team	29-May-19	29-May-19		Yes	EPDP Team Members to review and provide input on the early input template by Wednesday, 29 May so that the Team can finalize this call for input during the next EPDP Team call.
24-May-19	AI	Worksheet review		EPDP Team	EPDP Team	29-May-19	29-May-19		Yes	EPDP Team Members to continue reviewing the provided worksheets (see https://community.icann.org/display/EOTSFGRD/b.+Worksheets) and provide input as soon as possible.
30-May-19	AI	Priority 2 worksheets		EPDP Team	EPDP Team	Ongoing	Ongoing		Yes	EPDP Team Members who are unable to attend the scheduled calls on Priority 2 worksheets may provide feedback via google docs (see https://community.icann.org/display/EOTSFGRD/b.+Worksheets).
30-May-19	AI	Expert Briefings		EPDP Team	EPDP Team	31-May-19	31-May-19		Yes	If there are objections to Steve Crocker's presentation during the Team's next meeting, please express them ASAP.
30-May-19	AI	Working definitions		EPDP Team	EPDP Team	4-Jun-19	4-Jun-19	#04	Yes	EPDP Team to provide any additional comments on the working definitions draft.
30-May-19	AI	Legal Advisory Group		Janis Karklins	Janis Karklins	31-May-19	31-May-19		Yes	Janis to provide the proposal for dealing with legal questions, including the members of the legal advisory group.
30-May-19	AI	Early input template		Support Staff	Support Staff	31-May-19	31-May-19		Yes	EPDP Support Staff to update the SO/AC/SG/C template with RySG's edits and send to the SO/AC/SG/Cs.
30-May-19	AI	GNSO consultation with ICANN Board on Board resolution on EPDP Phase 1 recommendations		EPDP Team	EPDP Team	4-Jun-19	4-Jun-19	#04	Yes	EPDP Team to provide input on clarifying questions, concerns, and/or background information for the GNSO Council's consultation with the Board in relation to non-adoption of parts of EPDP phase 1 recommendations.
6-Jun-19	AI	Working Definitions		EPDP Support Staff	EPDP Support Staff	7-Jun-19	7-Jun-19		Yes	Support Staff to update the working definitions based on input received from the EPDP Team.
6-Jun-19	AI	SSAD - list of purposes		EPDP Support Staff	EPDP Support Staff	7-Jun-19	7-Jun-19		Yes	Support Staff will organize a list of purposes from previous documentation (https://www.icann.org/en/system/files/files/gdpr-dataflow-matrix-responses-redacted-13oct17-en.xlsx) and post for Team members to suggest edits by Tuesday, 11 June.
6-Jun-19	AI	SSAD Worksheet		EPDP Team	EPDP Team	7-Jun-19	7-Jun-19		Yes	EPDP Team to review the Priority 1 SSAD Worksheet by COB tomorrow, Friday, June 7.
6-Jun-19	AI	GNSO consultation with ICANN Board on Board resolution on EPDP Phase 1 recommendations		Support Staff and EPDP Team	Support Staff and EPDP Team	7-Jun-19	7-Jun-19		Yes	Within 2-3 hours after the call, Support Staff to work with the EPDP Chair to produce a one page synthesis of concerns and questions the Team wishes to provide to the Council regarding the Board resolution. Annex all submissions to that synthesis page. Post synthesis page for silent procedure until tomorrow (Friday, 6 June). EPDP Team to only react if there is violent disagreement with concept (not edits, etc.)
6-Jun-19	AI	Legal Advisory Group		EPDP Team	EPDP Team	12-Jun-19	12-Jun-19	WP-#02	Yes	Each group to nominate one person for the representative legal committee and provide the nomination to the Chair in advance of the next meeting, Wednesday, 12 June.
13-Jun-19	AI	Google Documents		EPDP Team	EPDP Team	14-Jun-19	14-Jun-19		Yes	EPDP Team members to please provide Google account info to the GNSO Secretariat (gnso-secs@icann.org) as soon as possible.
13-Jun-19	AI	Third Party Legitimate Interest Example		Thomas Rickert	ISPCP	18-Jun-19	18-Jun-19		Yes	Thomas Rickert to provide an IP infringement scenario by Tuesday, 18 June to be discussed with the Team during a future meeting. Thomas to coordinate with EPDP Support Staff as necessary.
13-Jun-19	AI	Third party purposes/legitimate interests		EPDP Team	EPDP Team	18-Jun-19	18-Jun-19		Yes	EPDP Team to review the list of third party purposes and provide additions, edits, and comments by Tuesday, 18 June . (Note: please be prepared to discuss Thomas' example and the law enforcement example during the next meeting on Thursday, 20 June.)
20-Jun-19	AI	Third party purposes/legitimate interests		Alex Deacon, Chris Lewis-Evans	IPC	25-Jun-19	25-Jun-19	F2F-RAK	Yes	Alex Deacon and Chris Lewis-Evans to develop an additional use case(s) using this template to share with the EPDP Team at the face-to-face meeting at ICANN65.
27-Jun-19	AI	Safeguards for registrant		Georgios	GAC	11-Jul-19	11-Jul-19	#08	Yes	Georgios to review the safeguards for the registrant in the trademark infringement use case and provide guidance on where these safeguards may appropriately belong (requestor, entity disclosing nonpublic registration data, etc.).
27-Jun-19	AI	Policy questions for Strawberry Team		Georgios, Marc A.	GAC	11-Jul-19	11-Jul-19	#08	Yes	Georgios and Marc A. to work together to develop a first draft of policy questions to send to the Strawberry Team for the EPDP Team's review.
27-Jun-19	AI	Additional use cases	1.2.7.1	EPDP Team	EPDP Team	5-Jul-19	5-Jul-19		Yes	EPDP Team Members who wish to submit additional use cases to submit use cases by Friday, 5 July
11-Jul-19	AI	LEA use case	1.2.7.1	EPDP Team	EPDP Team	16-Jul-19	16-Jul-19		Yes	EPDP Team to review the updated LEA use case and provide feedback by Tuesday, 16 July.

AI = Action Item
PP = Project Plan

Date Assigned	Type	EPDP-P2 Task / Action Item	WBS	Assigned To	Group	Date Due	Date Completed	Meeting #?	Complete?	Comments
11-Jul-19	AI	LEA use case	1.2.7.1	Georgios and Chris	GAC	15-Jul-19	15-Jul-19		Yes	Georgios and Chris to work together on fleshing out the safeguards section of the LEA use case and consider the implementation of safeguards, and who would be responsible for the implementation, in the context of a manual and automated system by Monday, 15 July.
11-Jul-19	AI	Trademark use case	1.2.7.1	Thomas, Georgios, and Brian	EPDP Team	19-Jul-19	19-Jul-19		Yes	Thomas, Georgios, and Brian to work together on fleshing out the safeguards section of the trademark use case by Friday, 19 July.
11-Jul-19	AI	Order of use case review	1.2.7.1	EPDP Support Staff	EPDP Support Staff	12-Jul-19	12-Jul-19		Yes	Support Staff to send a survey to the groups to prioritize/rank the use cases submitted.
11-Jul-19	AI	Early input	1.2.7.1	EPDP Team	EPDP Team	25-Jul-19	25-Jul-19	#10	Yes	Each group to review the early input included in the updated SSAD worksheet and provide questions (if any) into the Google doc for early input questions.
11-Jul-19	AI	Early input	1.2.7.1	EPDP Support Staff	EPDP Support Staff	18-Jul-19	18-Jul-19	#09	Yes	Support Staff to (1) compile all early input received into the SSAD worksheet by next week and (2) create a corresponding Google doc where EPDP Team members may enter questions regarding the early input.
18-Jul-19	AI	LEA purpose	1.2.7.1	Chris Lewis- Evans	GAC	11-Jul-19	11-Jul-19	#08	Yes	In light of today's conversation, Chris Lewis-Evans to seek the guidance of the previously-consulted DPO, with the goal of fine tuning the overarching LEA purpose. Following the receipt of guidance, Chris Lewis-Evans to propose modifications accordingly.
18-Jul-19	AI	LEA Purpose	1.2.7.1	Chris Lewis-Evans	GAC	25-Jul-19	25-Jul-19	#10	Yes	Chris Lewis-Evans, with the help of GAC colleagues (as applicable) to consider any questions identified and propose corresponding edits/clarifications to the use case.
18-Jul-19	AI	Trustworthiness of requestor	1.2.7.1	Alan Greenberg	ALAC	25-Jul-19	25-Jul-19	#10	Yes	Alan Greenberg to draft proposed legal question regarding the trustworthiness of the requestor and send to Leon and EPDP Leadership.
18-Jul-19	AI	Order of use case review	1.2.7.1	EPDP Support Staff	EPDP Support Staff	25-Jul-19	25-Jul-19	#10	Yes	Support Staff to propose a new grouping of use cases with the help of Milton, Chris, Margie, and Brian by next **Thursday, 25 July** .
18-Jul-19	AI	LEA Use Case	1.2.7.1	EPDP Team	EPDP Team	23-Jul-19	23-Jul-19		Yes	EPDP Team to finish reviewing the LEA use case offline, beginning at subcategory g and identify questions to the list in writing (if any) by **Tuesday, 23 July** .
1-Aug-19	AI	SSAC Use Case	1.2.7.1	Greg A., Ben B.	SSAC	7-Aug-19	7-Aug-19		Yes	SSAC to incorporate feedback from the EPDP Team in advance of the next EPDP Team meeting; the updates should also include an example of how accreditation can be done and by whom.
1-Aug-19	AI	ALAC Use Case	1.2.7.1	EPDP Team	EPDP Team	4-Aug-19	4-Aug-19		Yes	EPDP Team to provide additional input, via the comment functionality, to the google sheet for the ALAC use case ideally by Sunday, 4 August. Please note EPDP Team Members were sent an invitation to the Google Doc.
1-Aug-19	AI	SSAC Use Case	1.2.7.1	EPDP Team	EPDP Team	4-Aug-19	4-Aug-19		Yes	EPDP Team to provide additional input, via the comment functionality, to the google sheet for the SSAC use case ideally by **Friday, August 2** , but at the latest by **Sunday, 4 August**. Please note EPDP Team Members were sent an invitation to the Google Doc.
1-Aug-19	AI	Early input	1.2.7.1	EPDP Team	EPDP Team	13-Aug-19	13-Aug-19		Yes	EPDP Team to review the early input documents (the SSAD worksheet and the Google doc) that have been posted. Leadership will devote time to going over the input at the EPDP Team meeting in two weeks' time.
18-Jul-19	PP	First reading: Investigation of criminal activity where domain names are used. Typical specific example: phishing attack Second reading: Investigation of criminal activity against a victim in the jurisdiction of the investigating LEA requesting data from either a local or non-local data controller.	1.2.7.1	All	EPDP Team	25-Jul-19	25-Jul-19	#10	Yes	
31-Jul-19	PP	Group 2 - First reading continued: Investigation of criminal activity where domain names are used. Typical specific example: phishing attack (SSAC 3) Group 4 - First reading: Online buyers identifying and validating the source or services/ Internet users validating the legitimacy of an email or a website to protect themselves (ALAC 1) (Note that SSAC2 scored marginally higher, but due to unavailability of SSAC reps for this meeting, the leadership team decided to commence with this use case)	1.2.7.1	All	EPDP Team	1-Aug-19	1-Aug-19	#11	Yes	
31-Jul-19	AI	Members to submit edit/view/proposals for SSAC 3 and ALAC 1 in writing	1.2.7.1	All	SSAC	2-Aug-19	2-Aug-19		Yes	
8-Aug-19	AI	Use case authors, with staff support as needed, to distribute updated SSAC 3 and ALAC 1 use cases, incorporating input received	1.2.7.1	EPDP Support Staff	SSAC, ALAC	6-Aug-19	6-Aug-19		Yes	

AI = Action Item

PP = Project Plan

Date Assigned	Type	EPDP-P2 Task / Action Item	WBS	Assigned To	Group	Date Due	Date Complete	Meeting #?	Complete?	Comments
31-Jul-19	PP	Group 2 – Second/final reading: Investigation of criminal activity where domain names are used. Typical specific example: phishing attack (SSAC 3) Group 4 - First reading continued: Online buyers identifying and validating the source or services/ Internet users validating the legitimacy of an email or a website to protect themselves (ALAC 1)	1.2.7.1	EPDP Team	EPDP Team	8-Aug-19	8-Aug-19	#12	Yes	Action: Greg and SSAC Team to propose edits to the use case based on comments received today as well as outstanding comments received this week and next week on the Google Doc. Following the fine-tuning of the document, a final reading will occur at a later meeting. Action: Hadia and ALAC Team to propose edits to the use case based on comments received today as well as outstanding comments received this week and next week on the Google Doc. Following the fine-tuning of the document, a final reading will occur at a later meeting.
8-Aug-19	PP	Members to submit edit/view proposals for ALAC 1 in writing	1.2.7.1	EPDP Team	EPDP Team	9-Aug-19	9-Aug-19		Yes	
8-Aug-19	PP	Use case author, with staff support as needed, to distribute updated ALAC 1 use case, incorporating input received. Final version of SSAC 3 use case to be distributed by use case author, with staff support as needed, and posted on wiki.	1.2.7.1	EPDP Team	EPDP Team	13-Aug-19	13-Aug-19		Yes	
15-Aug-19	AI	Groups are welcome to provide additional comments in response to early input in the Early Input Google Doc over the next two weeks (by 29 August). Support Staff will consider input received when compiling the Zero Draft document.	1.2.7.1	EPDP Team	EPDP Team	29-Aug-19	29-Aug-19	#14	Yes	https://docs.google.com/document/d/1CXKIZmjBRUO3qRIiNl78S0692EIHDCum/edit
8-Aug-19	AI	EPDP Team to review Priority 2 Next Steps table for final review and comment	1.2.10.1	EPDP Team	EPDP Team	16-Aug-19	16-Aug-19	#14	Yes	Action from 8/8 meeting
13-Aug-19	PP	Review of EPDP-P2 Project Plan and Work Package	1.1.7.1	EPDP Support Staff	EPDP Team	16-Aug-19	16-Aug-19	#13	Yes	Annouced at 8/8 meeting; Staff reviewed the project package with the team. It was forwarded to the GNSO Coucnil for review and approval
18-Jul-19	PP	Group 5 – First reading: Providers requesting access required to facilitate due process in the UDRP and URS (IP 5) (Note, this use case was tied with BC6 but as this use case was also discussed during phase 1, the leadership team recommends starting with this one)	1.2.7.1	EPDP Team	EPDP Team	15-Aug-19	15-Aug-19	#14	Yes	
15-Aug-19	AI	Members to submit edit/view/proposals for IP 5 in writing	1.2.7.1	EPDP Team	EPDP Team	16-Aug-19	16-Aug-19		Yes	
15-Aug-19	AI	Use case author, with staff support as needed, to distribute updated IP 5 use case, incorporating input received. Final version of ALAC 1 use case to be distributed by use case author, with staff support as needed, and posted on wiki.	1.2.7.1	EPDP Team	EPDP Team	20-Aug-19	20-Aug-19		Yes	
15-Aug-19	AI	SSAC EPDP Team members to review comments received for SSAC 3 (Investigation of criminal activity where domain names are used. Typical specific example: PHISHING ATTACK) and distribute updated version of use case to EPDP Team by Tuesday 20 August in preparation for a final reading on Thursday, 22 August.	1.2.7.1	SSAC	SSAC	22-Aug-19	22-Aug-19		Yes	
18-Jul-19	PP	Group 3 - First reading: When a network is undergoing an attack involving a domain name, and the operator(s) of that network need to contact the domain owner to remediate the security issue (DDOS, Botnet, etc.) (SSAC1) Group 5 – Second/final reading: Providers requesting access required to facilitate due process in the UDRP and URS (IP 5) Group 2 - Third/final reading: Investigation of criminal activity where domain names are used. Typical specific example: phishing attack.	1.2.7.1	EPDP Team	EPDP Team	22-Aug-19	22-Aug-19	#15	Yes	
15-Aug-19	PP	Member to submit edit/view/proposals for SSAC1 in writing	1.2.7.1	EPDP Team	EPDP Team	23-Aug-19	23-Aug-19		Yes	
15-Aug-19	PP	EPDP Team to identify which use cases, or aspects of use cases, in each category are significantly different from use case already reviewed and need to be considered further.	1.2.7.1	EPDP Team	EPDP Team	23-Aug-19	23-Aug-19		Yes	
15-Aug-19	PP	Use case author, with staff support as needed, to distribute updated SSAC 1 use case, incorporating input received. Final version of IP 5 use case to be distributed by use case author, with staff support as needed, and posted on wiki. Use case author, with staff support as needed, to distribute updated ALAC 1 use case, incorporating input received. Final version of ALAC 1 use case to be distributed by use case author, with staff support as needed, and posted on wiki.	1.2.7.1	Alex Deacon, Hadia E.	EPDP Team	27-Aug-19	27-Aug-19		Yes	
16-Aug-19	PP	Release of zero draft	1.2.7.1	Janis Karklins	EPDP Leadership Team	27-Aug-19	27-Aug-19		Yes	
18-Jul-19	PP	Group 1 – second/final reading, second use case Group 2 – first reading, second use case (to be determined based on input received)	1.2.7.1	EPDP Team	EPDP Team	29-Aug-19		#16	Yes	By 29 August meeting, EPDP Leadership to assess remaining use cases and determine whether further review should continue prior to F2F meeting or whether focus should shift to preparations for F2F meeting with further review continuing post-F2F meeting.

AI = Action Item

PP = Project Plan

Date Assigned	Type	EPDP-P2 Task / Action Item	WBS	Assigned To	Group	Date Due	Date Complet	Meeting #?	Complete?	Comments
18-Jul-19	PP	Determine if the following Use Cases also need to be created 'Determine "Reputation" of domain name and/or elements associated with domain name registrations. -The establishment, exercise or defense of a legal claim involving a registrant of a domain name -Initial investigation of criminal activity against a victim and/or secondary victim where domain names are used in the commission of the crime -Search Engines, Messaging Services & Social Media Platforms seeking to confirm the authenticity of businesses advertising or Posting News on its Platform -Contacting the Registrant to resolve a Technical or Operational Issue with a Domain Name -Online buyers identifying and validating the source of goods or services/ Internet users validating the legitimacy of an email or a website to protect themselves. -Providers requesting access required to facilitate due process in the UDRP and URS. -Help a certification authority determine and validate the identity of the entity associated with a domain name that will be bound to an SSL/TLS certificate. -Consumer protection organizations. -M&A name portfolio due diligence or purchase of domain name from bankrupt entity or other seller. -Maintaining the domain name registration by the Registered Name Holder.	1.2.7.1	EPDP Team	EPDP Team	29-Aug-19			Yes	Should this AI be closed now that we moved on from Use Cases?
16-Jul-19	AI	Zero Draft Survey	1.2.7.3	Janis Karklins	EPDP Leadership Team	5-Sep-19			Yes	Conduct survey to assess which aspects of the zero draft are of most concern and as such should be prioritized for the F2F meeting: Monday 2 – Wednesday 4 September. Confirm priority items for F2F meeting and confirm 'homework' for F2F meeting: Thursday 5 September (regular EPDP Team meeting)
18-Jul-19	PP	Group 1 – second/final reading, second use case Group 2 – first reading, second use case (to be determined based on input received)	1.2.7.1	EPDP Team	EPDP Team	5-Sep-19		#17	Yes	Leadership team to share draft policy principles / recommendations derived from use case review for review and discussion during F2F meeting, incl. proposed schedule to continue review of use cases, if deemed necessary.
9-Sep-19	PP	Face to Face Los Angeles, September 9-11	1.2.11.2	EPDP Team	EPDP Team	11-Sep-19	11-Sep-19	F2F-LA1	Yes	
22-Aug-19	AI	Brian King to consider comments made during 22-Aug-19 meeting regarding legal basis and amend the IP use case accordingly.	1.2.7.1.3	Brian King	IPC	27-Aug-19	27-Aug-19	#15	Yes	
22-Aug-19	AI	Greg Aaron to update the SSAC use case on crime and abuse investigation by non-law enforcement parties to reflect today's conversation. For the moment, the Team will park this use case and can revisit in the future when going through the zero draft.	1.2.7.1.3	Greg A., Ben B.	SSAC	27-Aug-19	27-Aug-19	#15	Yes	
22-Aug-19	AI	EPDP Team Members to add comments from today's discussion of SSAC use case on operational security in the corresponding Google Doc by tomorrow, Friday, 23 August.	1.2.7.1.3	EPDP Team	EPDP Team	22-Aug-19	22-Aug-19	#15	Yes	
22-Aug-19	AI	SSAC EPDP members to review comments and distribute updated version of the use case by Tuesday, 27 August in preparation for final reading on Thursday, 29 August.	1.2.7.1.3	Greg A., Ben B.	SSAC	27-Aug-19	27-Aug-19	#15	Yes	
22-Aug-19	AI	Support Staff to create and distribute a Google Doc for EPDP Team members to contribute questions for the face-to-face session with Göran and the Strawberry Team.	1.2.11.2	EPDP Staff Support	EPDP Staff Support	27-Aug-19	27-Aug-19	#15	Yes	
29-Aug-19	AI	SSAC EPDP Team Members to make agreed to changes and notify EPDP Support Staff when complete.	1.2.7.1.3	Greg A., Ben B.	SSAC	30-Aug-19	30-Aug-19	#16	Yes	
29-Aug-19	AI	EPDP Team members to submit comments for LEA-2 use case by tomorrow, Friday, 30 August. Please use the following link: https://docs.google.com/document/d/1bm8sdjrNHvNgftMK4f8s-U81FlNSIe2TVNlQKCXZy5k/edit	1.2.7.1.3	EPDP Team	EPDP Team	30-Aug-19	30-Aug-19	#16	Yes	
29-Aug-19	AI	GAC colleagues to update the LEA-2 use case based on comments received by Tuesday, 3 September.	1.2.7.1.3	Chris Lewis-Evans, Georgios Tsele	GAC	3-Sep-19	3-Sep-19	#16	Yes	
29-Aug-19	AI	EPDP Team Members to provide any additional comments or expressions of concern by Thursday, 5 September 2019. Comments will be used to create the 0.1 draft for discussion in Los Angeles. Please find the Google doc here: https://docs.google.com/document/d/1TKw8tOe0qgkXgBNLjVxb7l7tu20UF9t-/edit#.	1.2.7.3	EPDP Team	EPDP Team	5-Sep-19	5-Sep-19	#17	Yes	
29-Aug-19	AI	Support Staff to distribute a survey which will allow EPDP Team Members to rank topics or add topics they wish to discuss in Los Angeles.	1.2.7.3	EPDP Staff Support	EPDP Staff Support	3-Sep-19	3-Sep-19	#17	Yes	
29-Aug-19	AI	EPDP Team Members to volunteer to draft an issue write-ups for topics that need to be further explored. Based on the collective write-up, the Team could begin discussing the issue in Los Angeles or beyond. (An example would be financial considerations.) Please find a link to the table here: https://docs.google.com/document/d/12DH3LoKyqLKzpxOo7fhqaXkkWDs0jFmN/edit.	1.2.7.3	EPDP Team Members	EPDP Team Members	6-Sep-19	6-Sep-19	#17	Yes	
5-Sep-19	AI	EPDP Leadership to distribute an initial draft F2F agenda by Saturday, 7 September (morning, European time)	1.2.11.2	EPDP Leadership Team	EPDP Leadership Team	7- Sep-19	7-Sep-19	#18	Yes	

AI = Action Item

PP = Project Plan

Date Assigned	Type	EPDP-P2 Task / Action Item	WBS	Assigned To	Group	Date Due	Date Complete	Meeting #?	Complete?	Comments
5-Sep-19	AI	EPDP Team to provide feedback on the initial proposal of the agenda by 15:00 UTC on Sunday, 8 September in order for feedback to be considered during the EPDP Leadership Team's further refinement of the F2F agenda.	1.2.11.2	EPDP Team	EPDP Team	8-Sep-19	8-Sep-19	#18	Yes	
5-Sep-19	AI	Chris Lewis-Evans to modify agreed-upon changes to LEA-2 use case. Following these updates, this use case will be parked.	1.2.7.1.3	Chris Lewis-Evans	GAC	6-Sep-19	6-Sep-19	#18	Yes	
5-Sep-19	AI	EPDP Team Members to provide input to BC-3 use case in writing by tomorrow, 6 September.	1.2.7.1.3	EPDP Team	EPDP Team	6-Sep-19	6-Sep-19	#18	Yes	
5-Sep-19	AI	Margie Milam to incorporate feedback received from EPDP Team on BC-3 use case in advance of the F2F meeting on 9 September 2019.	1.2.7.1.3	Margie Milam	BC	8-Sep-19	8-Sep-19	#18	Yes	
11-Sep-19	AI	Alex Deacon, Milton Mueller and other willing volunteers to draft a write-up of a potential accreditation model, taking into account the Team's F2F discussions, in advance of the Thursday, 19 September meeting.	1.2.7.2.2	Alex Deacon; Milton Mueller	EPDP Team	18-Sep-19		F2F	Yes	
11-Sep-19	AI	IPC, BC, SSAC, and GAC reps to separately draft a vision for their "ideal accreditation model" in order to assist the group with what the baseline accreditation requirements could be as well as the attendant benefits of accreditation within the architecture of an SSAD by Wednesday, September 18.	1.2.7.2.2	IPC, BC, SSAC, and GAC reps	EPDP Team	18-Sep-19		F2F	Yes	
11-Sep-19	AI	James and Mark Sv. to work together on a revised proposal for Building Block L (SSAD query policy) by Thursday, September 19. When discussing updates to Building Block L, Team members to consider if it is within the Team's charter to continue discussing this issue.	1.2.7.2.1	James Bladel; Mark Sv.	EPDP Team	19-Sep-19		F2F	Yes	
17-Sep-19	PP	Legal Committee Meeting to address remaining questions	1.2.10	Legal Committee	Legal Committee	17- Sep-19			Yes	
19-Sep-19	PP	Review team input on who should be responsible for disclosure decision; Criteria/content of requests (BB a) – first reading Retention and destruction of data (BB e) – first reading	1.2.7.2.4	EPDP Team	EPDP Team	19-Sep-19		#19	Yes	
19-Sep-19	AI	Support Staff to update Building Block A (criteria/content of requests), following the feedback from today's conversation.	1.2.7.2.4	EPDP Support Staff	EPDP Support Staff	26-Sep-19	26-Sep-19	#19	Yes	
19-Sep-19	AI	Support Staff to update Building Block E (retention/destruction of data), following the feedback from today's conversation.	1.2.7.2.1	EPDP Support Staff	EPDP Support Staff	26-Sep-19	26-Sep-19	#19	Yes	
24-Sep-19	PP	Acceptable Use Policy (BB d & h) – first reading. Receipt of acknowledgement (BB k) – first reading	1.2.7.2.1	EPDP Team	EPDP Team	24- Sep-19	24-Sep-19	#20	Yes	
24-Sep-19	AI	Support Staff to review feedback received during today's meeting, and update Building Block D and H (acceptable use policy) accordingly.	1.2.7.2.1	EPDP Support Staff	EPDP Support Staff	26-Sep-19	26-Sept-19	#20	Yes	
24-Sep-19	AI	Support Staff to review feedback received during today's meeting, and update Building Block K (receipt of acknowledgement) accordingly.	1.2.7.2.4	EPDP Support Staff	EPDP Support Staff	26-Sep-19	26-Sept-19	#20	Yes	
26-Sep-19	PP	Query Policy (BB i & l) – second reading, incl. review of updated language from James and Mark Sv. Accreditation (BB f & j) – review updated proposal from Alex and Milton Retention and destruction of data (BB e) – Second reading	1.2.7.2.1	EPDP Team	EPDP Team	26- Sep-19		#21	Yes	Query Policy (BB i & l) – second reading, incl. review of updated language from James and Mark Sv. moved to 3 Oct meeting
26-Sep-19	AI	Support Staff to edit the retention building block in light of today's discussion by Tuesday, 1 October.		EPDP Support Staff	EPDP Support Staff	1-Oct-19		#21	Yes	