

Project Change Request Form

Severity: **MED**

Project name:

EPDP: Expedited Policy Development Process – Phase 2 – (EPDP_P2)

Requested by:

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Date:

09 Dec 2019

Change description:

At its meeting #33, the EPDP concluded there was not enough time to present a fully-agreed Initial Report for the planned launch of the community consultation process. The project plan created by the leadership team and reviewed by the GNSO Council originally contained a delivery date of 4 December. Post Montreal (ICANN66, mid- Nov.2019) EPDP leadership consumed a week of project slack in hopes for delivery by 13 December recognizing that a delivery date beyond the 13th would not allow for optimal use of the planned dedicated face-to-face scheduled January 2020. Ultimately, the EPDP chose quality over expediency.

Change reason:

Given the importance and attention around the development of policy for a centralized system that can lawfully provide access and disclosure of registration data, the EPDP weighed the cost vs. benefit in considering a schedule delay from the original plan. That rationale is as follows:

1. The community, Board, and EPDP were already aware of the ambitious time schedule and that the project plan was constrained to set calendar dates over properly estimated tasks.
2. A number of Priority 1 policy issues still require deliberation to achieve preliminary agreements.
3. Additional dependencies of EDPB advice (now expected Jan/Feb 2020).
4. Other policy issues are likely to require further legal consultation.
5. Await possible costing prediction(s) of a centralized SSAD model.
6. Additional time to determine if Priority 2 items carried over from Phase 1 may have impacts on the EPDP working recommendations.
7. Additional time to strengthen preliminary agreements and consult deeper with respective teams.

Impact of change (complete for relevant categories):

- **Scope:** The scope of the Phase 2, Priority 1 deliverable has not changed.
- **Budget:** There's no direct impact to the budget, however zero slack remains in the schedule. The remaining budget will dissolve at the close of the fiscal year as this current allocation is derived from ICANN's Contingency. Should the EPDP extend beyond 30 June 2020, a new request will be required if additional resources are deemed necessary.
- **Timeline:** +2.5 month delay to baseline delivery date.
- **Resourcing:** Extension of community volunteer time and GNSO Policy, GDD and Legal staff resources; possible downstream effects with other in-flight projects.

- **Communications:** Council and leadership were informally notified at ICANN66, Montreal and Council leadership verbally notified upon EPDP decision 4 December.
- **Other:** None at this time.

Proposed action:

Adjust project plan and work plans with a new target delivery date of 7 February 2020 for the Initial Report. At this time, the EPDP leadership does not intend to change the scope of work for Priority 1 policy issues. Leadership will also reconsider its tactical work plan and approach for developing preliminary agreements on the remaining policy issues, such as tools minimize restatement of prior positions or methods to ensure assignments are completed in a timely manner. The EPDP is already meets 4 hours per week at a minimum. Unfortunately, increased pace is not a likely option. However, the leadership team considering options for scheduled intense sessions that may combine either remote or in-person engagements.

Estimated Associated cost, if applicable:

Direct cost impacts cannot be calculated at this time (being the first formal PCR of its kind). If a total burden rate is calculated in the future as part of PDP3.0 efforts, it can perhaps be backward calculated to this 2.5 month duration.