

Meeting Date	Intended Scope of Work	Actual Work Completed	Links to Working Documents	Notes
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Timeline for the Development of Guidelines & Templates for the GNSO's Role in the Empowered Community

Draft as of 30 April 2019

Guidelines & Templates to be Developed	Status
1. Article 4 (Accountability and Review): 4.2 Community IRP and 4.3 Independent Review Process (IRP) for covered ICANN actions - initiating an IRP, representation and payment, and decision to make the claim for Council consideration	Drafting
2. Section 18.12 (Special IANA Naming Function Reviews - IFRs): Develop proposed process for revising the procedures and outcomes and a consultation process developed with the ccNSO on whether to initiate the IFR	Drafting
3. Section 1.3 (Participation in Community Forums): Develop templates and/or guidelines concerning approval action community forum	
4. Section 2.2 (Petition Process for Specified Actions) and Section 2.3 (Rejection Action Community Forum): Develop rules for submitting petitions and identify representative, and propose a process for input	
5. Section 3.1 (Nominating Committee Director Removal Process) and Section 3.3 (Board Recall Process): Develop guidelines & Templates concerning representation, participation, and communication for the recall / removal processes	

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27 March 2019	<ul style="list-style-type: none"> • 4.2 Community IRP & 4.3 IRT: Review final draft of guidelines & template • 18.12 Special IANA Naming Function Reviews (IFRs): Develop proposed GNSO-specific process for revising the procedures and outcomes and a consultation process developed with the ccNSO on whether to initiate an IFR 	<ul style="list-style-type: none"> • 4.2 Community IRP & 4.3 IRT: Reviewed final draft of guidelines & template 	<ul style="list-style-type: none"> • 4.2 & 4.3 Guidelines & Motion Template (Initial Google Docs) 	Note the dependency of 18.12 of a consultation process with the ccNSO and that the ccNSO is beginning to develop its processes -- liaise with ccNSO to plan joint development of processes?
10 April 2019	<ul style="list-style-type: none"> • 4.2 Community IRP & 4.3 IRT: Approve final draft • 18.12 Special IANA Naming Function Reviews (IFRs): Continue development coordinated with ccNSO 	<ul style="list-style-type: none"> • 4.2 Community IRP & 4.3 IRT: Reviewed final draft but did not approve; David McCauley offered to redraft with staff for discussion at 02 May meeting 	<ul style="list-style-type: none"> • 4.2 & 4.3 Guidelines & Motion Template (PDF - draft as of 28 March 2019) • 18.12 Guidelines & Motion Template (PDF - draft as of 26 March 2019) 	Discuss what to do once a process is finalized that does not require changes to the GNSO Operating Procedures

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	<ul style="list-style-type: none"> ● Participation in community forums -- Section 1.3: Review initial draft 	<ul style="list-style-type: none"> ● 18.12 Special IANA Naming Function Reviews (IFRs): Began reviewing draft; discussed repurposing the GNSO Input Process Guidelines for developing the guidelines; continued development coordinated with ccNSO 	<ul style="list-style-type: none"> ● 18.12 GNSO Input Process Guidelines (Initial Google Docs) 	
2 May 2019	<ul style="list-style-type: none"> ● 4.2 Community IRP & 4.3 IRT: Approve final draft ● 18.12 Special IANA Naming Function Reviews (IFRs): Initiate coordination with ccNSO GRC at meeting on 29 April; review draft of GNSO Input Process guidelines ● Section 1.3 Approval Action Community Forum: Review initial draft ● Section 2.2 petition process for specified 		<ul style="list-style-type: none"> ● 4.2 & 4.3 Guidelines & Motion Template (PDF - draft as of 30 April 2019) ● 18.12 Guidelines & Motion Template (PDF - draft as of 26 March 2019) ● 18.12 GNSO Input Process Guidelines (Initial Google Docs) ● Section 1.3 Guidelines & Motion Template (PDF - Draft as of 30 April 2019) ● Sections 2.2 & 2.3 Guidelines & Motion Templates (PDF - Draft as of 30 April 2019) 	Changed from 01 May due to holidays

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	<p>actions and section 2.3 rejection action community forum: Review initial draft</p>			
<p>15 May 2019</p>	<ul style="list-style-type: none"> ● Sections 1.3 Approval Action Community Forum: Review/approve final draft ● 18.12 Special IANA Naming Function Reviews (IFRs): Review/Approve final draft ● Section 2.2 petition process for specified actions and section 2.3 rejection action community forum: Review/approve final draft ● Section 3.1 Nominating Committee Director removal process and section 3.3 Board recall process -- Recall / removal processes: Review initial draft 			<p>Suggest a longer meeting (90 minutes)?</p>

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29 May 2019	<ul style="list-style-type: none"> • Section 3.1 Nominating Committee Director removal process and section 3.3 Board recall process -- Recall / removal processes: Review/approve final draft 			Send package of guidelines and templates to GNSO Council by 16 June document deadline; add to June Council meeting as discussion item
16 June 2019	GNSO Council Meeting			Templates and guidelines as discussion item; prepare motion for July GNSO Council meeting
18 July 2019	GNSO Council Meeting			