

NomCom Review Implementation Working Party (NomComRIWG)

Draft Work Plan (Phase 1)

Following [Board action on 14 March 2019](#), the NomComRIWG is now charged with two tasks to be completed in two distinct phases:

Phase 1: Draft a detailed implementation plan, including appropriate implementation costing; Board-imposed deadline: 14 September 2019

Phase 2: Oversee the implementation process, once the Board has approved the detailed implementation plan; expected duration 24-36 months following Board action.

This work plan relates only to Phase 1, providing an overview of the required deliverables for the drafting of the detailed implementation plan, as well as the desired progress for the planned NomComRIWG's meetings¹ until 14 September 2019.²

The goals for the detailed implementation plan (Phase 1) are to:

- Provide detailed implementation steps on how the 27 recommendations should be implemented, building on the Board-accepted [Feasibility Assessment and Initial Implementation Plan](#) (FAIIP) that contained high-level implementation steps already.
- Provide realistic costings for the implementation of each of the recommendations.
- Assure that the wider community is aware of the NomComRIWG's work and is, to the largest extent possible, supportive of its achievements. Note: The Board has directed the NomComRIWG to conduct this work and thus the NomComRIWG is considered representative of the community; however, this should be preclude adequate community outreach and consultation.

Please note:

Regarding recommendations for which the independent examiner has not provided a clearly defined outcome, the NomComRIWG should determine the process of how to achieve the outcome, not provide detailed solutions- the latter will be part of Phase 2. For example, concerning the 'rebalancing of the NomCom', the goal of Phase 1 is not to determine what rebalanced NomCom should look like, rather Phase 1 should determine what procedural steps will be taken in Phase 2 to come to a community-wide consensus on how to determine what a rebalanced NomCom should look like.

¹ All meetings will be conducted remotely, via telephone and zoom.us virtual meeting rooms. No face-to-face working meetings are planned for ICANN65.

² Deadline by which the

Planned meetings and work progress

17 April 2019 until 14 September 2019

#	Date	Anticipated Agenda Items	Anticipated Action Items	Notes
1	17 April	<ul style="list-style-type: none"> - Background - Overview of Work - Leadership - Calls frequency/time 	<ul style="list-style-type: none"> - Review FAIP - Review Work Plan - Volunteers for leadership position to step forward 	Call will be led by ICANN support staff
2	24 April	<ul style="list-style-type: none"> - Decide on Leadership - Review Workplan - Discuss which recs would benefit from outreach to community - Discuss outreach plan 	<ul style="list-style-type: none"> - Draft outreach correspondence 	
3	1 May	<ul style="list-style-type: none"> - Finalize text of outreach communication - Agree on date when to send out correspondence to the community - Agree on deadline for community to respond (e.g., 1 June) 	<ul style="list-style-type: none"> - Finalize outreach correspondence and send out/publish 	
4	8 May	<ul style="list-style-type: none"> - Determine which recommendations will be subject to implementation costs - Determine who can provide appropriate costing estimates - Determine how to obtain estimated costings and by when (e.g. 30 June) 	<ul style="list-style-type: none"> - For relevant recs: contact relevant ICANN org departments to provide costing estimates 	
Check In – Are we still aligned with the work plan?				
5	15 May	<ul style="list-style-type: none"> - Start expanding implementation steps from FAIP on those recs that do not require community input at this stage 		
6	22 May	<ul style="list-style-type: none"> - Continue expanding implementation steps from FAIP on those recs that do not require 		

		community input at this stage		
7	29 May	- Continue expanding implementation steps from FAIP on those recs that do not require community input at this stage		
8	5 June	- Review feedback from community		
	12 June	- No meeting		Week before ICANN65
	19 June	- No meeting		ICANN65
	26 June	- No meeting		Week after ICANN65
9	3 July	- Review any feedback received during ICANN65 - Review feedback re: costing		
Check In – Are we still aligned with the work plan?				
10	10 July	- Start inserting anticipated implementation costing into detailed implementation plan - Start expanding on implementation steps that received community input		
11	17 July	- Continue inserting anticipated implementation costing into detailed implementation plan - Continue expanding on implementation steps that received community input		
12	24 July	- Continue inserting anticipated implementation costing into detailed implementation plan - Continue expanding on implementation steps that received community input		

13	31 July	<ul style="list-style-type: none"> - Continue inserting anticipated implementation costing into detailed implementation plan - Continue expanding on implementation steps that received community input 		
Check In – Are we still aligned with the work plan?				
14	7 Aug	<ul style="list-style-type: none"> - Determine what is still required to complete detailed implementation plan - Discuss potential outreach to community on completed draft implementation plan 		
15	14 Aug	<ul style="list-style-type: none"> - Finalize detailed implementation plan - Consult community 		
16	21 Aug	<ul style="list-style-type: none"> - Finalize detailed implementation plan 		
17	28 Aug	<ul style="list-style-type: none"> - Finalize detailed implementation plan 		
18	4 Sep	<ul style="list-style-type: none"> - Review community input and finalize detailed implementation plan - Agree on process for consensus 		
19	11 Sep	<ul style="list-style-type: none"> - Determine NomComRIWG’s consensus level for final detailed implementation plan. 		
	14 Sep	<ul style="list-style-type: none"> - n/a 	<ul style="list-style-type: none"> - Submit detailed implementation plan to the ICANN Board 	