## GNSO OSC CONSTITUENCY OPERATIONS WORK TEAM TASK 1 CONSTITUENCY ANALYSIS

TASK 1: ENHANCE EXISTING CONSTITUENCIES BY DEVELOPING RECOMMENDATIONS ON CONSTITUENCY PARTICIPATION RULES, OPERATING PRINCIPLES, AND DATABASE OF MEMBERS

Subtask 1: Develop recommendations for a set of participation rules and operating procedures, which all constituencies should abide by.


|  | name system products and services.... participation and divisional separation also). <br> Participation also impacted by the three different levels of membership, see §8 Charter. Graduated fees and voting eligibility: <br> Category 1: companies (which are not micro enterprises) - 3 votes; associations spanning more than one ICANN region-3 votes. <br> Category 2: an association spanning one ICANN region - 2 votes. <br> Category 3: micro enterprises defined as companies which can demonstrate both less than 10 employees and a turnover of less than Euro 0.5 million - 1 vote. <br> Individuals cannot participate, see above and below | voting below. |  | NCUC specifically excludes: <br> 1. Political organizations.. 2. Commercial organizations and associations of or for the benefit of commercial entities (even if they are non-profit in form) <br> 3. Organizations that provide services under contract or MoU with ICANN, or are represented in ICANN through another Supporting Organization |  | protection of intellectual property. <br> - Category 1B: an individual who has a demonstrated interest in the protection of intellectual property. <br> (C) Additional Factors <br> In determining eligibility for membership in the above-referenced categories..: <br> (1) the number of members in the organization; (2) the international/geograp hic diversity of membership; <br> (3) the extent to which the organization or individual is representative of a particular industry or industry segment; (4) the organization's standing before international bodies, including, but not limited to the World Intellectual Property Organization; and (5) the nature and structure of the organization. <br> See Voting below only Category 1 and 2 members can vote. |
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| 2. Structure |  |  | The ISPCP Constituency is made up of three groups: the Committee of the | IIA Constituency Structure <br> The | 3.1. Constituency Composition <br> - The Registrar |  |


|  |  |  | Whole, the ISPCP Secretariat, and the ISPCP Officers. <br> 2.3.1 The Committee of the Whole All members of the ISPCP in good standing are members without reservation or limitation in the Committee of the Whole of the ISPCP and have single and equal rights to participate in all general activities of the ISPCP | Noncommercial Constituency shall consist of three distinct parts: the Membership, the Executive Committee and the Policy Committee. | Constituency shall consist of: <br> 3.1.1. Members, consisting of all ICANN Accredited Registrars as defined in Section 1.3, that have paid all associated dues and fees in full; <br> 3.1.2. Four Elected Officers, including a Chairman, Secretary, <br> Treasurer, and Technology Officer with the functions described in Section 3.4. Collectively, these officers comprise the Registrar Constituency Executive Committee (the "Executive Committee"); <br> 3.1.3. Two GNSO <br> Council Representatives; <br> 3.1.4. And Constituency Task Force Representatives. |  |
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| 3. Membership |  |  |  |  |  |  |
| Practices as to Constituency Membership | Membership Criteria see above applied by Credentials Committee §3.3. No provisions for transparency or objective criteria express. <br> See §8 Charter; Graduated fees and voting | Standard application form for membership [need a copy] <br> Fees. See Charter IX <br> Each member shall pay <br> (a) an initial membership fee upon | 3.3 Fees <br> The ISPCP shall look to cover the cost of conducting relevant Constituency activities required to meet their charter, | IIC New members shall take the following steps to notify the Constituency of their desire to join: 1. Complete an application form, which can be | Fees <br> 2.5. The Registrar Constituency may levy reasonable dues on the Members, based an annual budget | Fees <br> (D) Subscription <br> Each member shall pay an annual nonrefundable <br> subscription fee as |


|  | eligibility above. <br> Fees not stated in Charter or on site and referred to at §8 as "fees. These shall be set by the Officers following consultation with the members from time to time..." Fees payable "quickly in order to participate" and if not settled within 90 days of invoice reapplication may be requested. <br> No information on time to pay procedures or sliding scales based on ability or grant funding options <br> See §3.5 Each member to designate one representative for contact and voting and must be a director or employee. <br> Provisions for proxy voting. | joining the <br> Constituency, (b) a fixed annual membership fee, and (c) a variable annual membership fee according to the following schedule... Variable membership fees for each member for a given calendar year will be based on the total number of domain name registrations in force for that member in the most recent past quarter prior to the calendar year. The Secretariat shall send an invoice for membership fees ..and payment will be due within thirty (30) calendar days from the date of sending of the invoice. <br> No information on time to pay procedures or sliding scales based on ability or grant funding options | through membership fees. If they are necessary, the level of fees shall be proposed by the officers of the constituency and voted upon by the Committee of the Whole. <br> No information on time to pay procedures or sliding scales based on ability or grant funding options | downloaded from the Constituency website. 2. Submit the filled out form and fee ...the Constituency. Where appropriate, the form may be accompanied by a request for fee waiver or reduction.... <br> The ST and Chair are authorized to make inquiries to the Member Organization to verify their selection. <br> Dues... As a bootstrap, initial dues for a two-year membership period shall be set at US\$50 for small organizations and US\$ 100 for large organizations. .. <br> 4. Member organizations in countries with GDP per capita below US\$10,000 are eligible to apply to the EC for a waiver or reduction of the membership fee. | approved by a majority vote of the Members, to recoup the cost of providing services to Members. Members that have not paid dues for 60 days or more after such dues are published on the Constituency mailing list will not be eligible to vote, sponsor an Elected Member, or to appoint Registered or Non-Registered Representatives. <br> No information on time to pay procedures or sliding scales based on ability or grant funding options | prescribed by the IPCC. <br> No information on time to pay procedures or sliding scales based on ability or grant funding options |
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| a. Information about applications and admission decisions is publicly available. | Neither the web site or Section 3.3, Credentials Committee, of the Charter appears to contain provisions for publicly available information on admission decisions. <br> Written notification to | The application form link on website is inactive. No publicly available information on admission decisions | No publicly available admission decisions. | No publicly available admission decisions. | No publicly available information on admission decisions | Meeting Minutes contain information on memberships granted. |


|  | applicant to include "rationale relevant to this Charter" <br> Reapplication possible if change of circumstances |  |  |  |  |  |
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| b. Clear avenue of appeal for an applicant rejection to a neutral third party. | Section 3.3 describes the appeals process; the Credentials Committee investigates appeals and officers certify the final decision. | Section III does not appear to describe an avenue of appeal for an applicant rejection. | Neither the web site nor the Charter appears to contain provisions for application rejection. | Neither the web site nor the Charter appears to contain provisions for application rejection. | The admission procedure states that "any ICANN Registrar may join for free and participate." | Neither the web site nor the Charter appears to contain provisions for application rejection. |
| 4. Terminations | See §3.6 which provides a procedure for termination of membership of a member who "over a sustained period of time acts in conflict to this Charter or who engages in acts which appear to be inappropriate for the stability, functionality or bona fide reputation of the Constituency, or who is or threatens to be a vexatious litigant" |  |  |  |  |  |
| Ordinary Members participation rights and Duties |  |  | 2.4.4 Participation in Routine Constituency Business ISPCP Members in good standing shall participate in the development of the ISPCP's policy and position statements relating to the broad context of all ICANN's activities. Perform any other activities identified by the Board, GNSO Council, or the SG as constituency | IIIG The Membership shall have the following participation rights in regard to the administration and policy development processes of the Constituency: <br> 1. Elect the Chair and Regional Representatives; nominate Members to positions elected by the general membership and by the Executive |  |  |



|  |  |  | shall be sufficient <br> for putting a charter <br> amendment on the <br> ballot for <br> consideration at the <br> next regular <br> election. |
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Subtask 2: Develop recommendations for clear operating principles for each constituency to ensure that all constituencies function in a representative, open, transparent and democratic manner.

| Criteria | Commercial \& Business | gTLD Registries | ISPC | Non-Commercial | Registrars | Intellectual Property |
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| 1. Operating principles/procedures: |  |  |  |  |  |  |
| 2. General <br> Manner of Operating <br> How Does the Constituency Operate? | Constituency is managed by those elected to the GNSO Council Officers by $\S 4.2$ who fulfill the function of an Executive Committee and role includes: <br> -lead policy development in the Business; -propose issues for Rapporteurs and task forces (see 6.1, 6.2); -ensure notification of relevant ICANN or GNSO decisions to the Constituency; -chair BC meetings; -confirm appointments to any committees, task forces or other such representative roles and make any changes as appropriate over time; -select, and oversee the work of, a secretariat. -delegate to a moderator, typically the secretariat, the administration of a policy for Constituency e-mail lists. | ? | The ISPCP is publicly represented by three Officers. <br> 2.3.3.1 ISPCP <br> Officers Functions <br> 1] facilitating and, where appropriate, formulating membership consensus on policy issues...; <br> 2] ensuring that the work of the Constituency supports the interests and concerns of the ISP and Connectivity industry...; <br> 3] reviewing applications for membership..; <br> 4] carrying out the administrative functions associated with the operations of the ISPCP, including the arrangement of meetings, preparation and publication of minutes, ... and other secretariat functions required for the adequate functioning of the ISPCP; | See above as to Constituency structure <br> IIC The Executive Committee, directed by the Chair, shall be responsible for the administration of the Constituency, including arrangements for meetings, website communications, listserv, and teleconferences. Selection of the Executive Committee, and its powers and duties, are set out in Section IV, below. <br> III The Executive Committee shall create procedural rules for existing members to maintain their good standing. | See above as to Constituency structure <br> 4. Constituency Processes <br> 4.1. The Executive Committee may divide its duties and responsibilities among the Members as it sees fit and conduct its business as it finds necessary. Responsibilities of the Executive Committee shall include: <br> 4.1.1. Coordinators; Sub-Committees. <br> The Executive Committee may appoint "Coordinators" charged with functional supervision of activities such as membership. <br> 4.1.2. Management of Constituency Facilities. The | (C) Powers <br> (1) The IPC officers shall be the managing board of the IPC and shall be responsible for the day-to-day management of the IPC. <br> (2) In the exercise of its powers the IPC officers shall be guided by the decisions, including those on administrative and financial matters, adopted by the IPCC. The IPC officers shall - with the help of volunteers and special committees in particular: <br> (a) arrange in person meetings or telephone conferences; <br> (b) establish meeting agendas and minutes of the meetings; <br> (c) maintain appropriate mechanisms suitable for facilitating contact |



|  |  |  |  |  | Meetings. The <br> Executive <br> Committee may authorize Registrar Constituency conventions, conferences, and meetings and approve their dates and locations. <br> 4.1.7. Long-term Constituency Operating Plan. The Executive Committee shall have oversight responsibility for the implementation of the Long-term Constituency Operating Plan | coming within the <br> purposes of the IPC; <br> (6) formulate membership consensus and minority views on policy issues for the purpose of advising the IPC <br> representatives on the GNSO Council; <br> (7) give directions to the officers of the IPC and review and approve their work; (8) issue, change and revoke directives containing <br> instructions and advice on the administration and operation of the IPC and its bodies; and (9) consider the recommendations of the treasurer and subsequently establish subscription fees for IPC membership. <br> III. IPC Council (IPCC) <br> (A) Composition <br> The IPC Council (IPCC) shall be composed of one designated representative and up to two alternative representatives of each member organization of category 3 and category 2 members. Members of the IPCC shall serve at the pleasure |
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|  |  |  |  |  |  | of their respective member <br> organizations, which shall retain full responsibility for designating their representatives and alternative representatives. The term of each representative and his or her alternate shall be left to the discretion of each member organization. An individual can only represent one organization at the same time. Category 1A and 1B members are invited to participate as observers. <br> The IPCC shall be presided over by the president of the IPC, or in that person's absence by the vicepresident of the IPC. <br> (C) Quorum <br> No decision of the IPCC shall be taken without the representation of at least $25 \%$ of the sum of category 3 and category 2 members. For the purpose of amending the IPC bylaws or dissolving the IPC, a quorum of at least $50 \%$ of the sum of category 3 and category 2 members shall be |
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|  |  |  |  |  |  | Note no election within the Constituency of its Council members |
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| a. Consensus building mechanisms. | See $\S \S 7.2$ to 7.4 of the Charter. See Policy Development below. | See Section VIII Voting, <br> See Ranked Voting and elections. <br> Consensus Positions, Motions <br> In general, the Constituency should operate using a rough consensus approach. Every effort should be made to arrive at...rt. When this is not possible, then, unless an Active member has requested Ranked Voting, a consensus position on a policy may be adopted by the Constituency, a motion may be carried, or any other issue may be decided by vote of both (a) a simple majority of Active members of the Sponsored gTLDs and (b) a simple majority of Active members of the Unsponsored gTLDs....[if] unable to reach a consensus a Ranked Vote shall be taken by the entire Active membership to determine the position to be supported by the third representative. | See Section 3.1 Decision Making Processes in the ISPCP details a consensus building mechanism for developing policy positions. See voting. | See developing policy positions. See Voting. | See sections I Motions and II Fast-Track Motions of the Rules of Procedure detail see Policy Development and voting. | Neither the Bylaws nor the web site appear to provide information on consensus building mechanisms for developing policy positions. See Voting. |


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| b. Executive and other Committees <br> Method of appointment or other constitution? <br> Invitation/ open to all Constituency Members as a matter of course? <br> How are Chairs appointed? <br> Openness and transparency? <br> Minutes <br> Recordings <br> Written Records | Executive Committee <br> TBC <br> Other Committees <br> See §6 Officers to set up committees or task forces or membership subsets <br> See §6.3 whenever possible written positions on relevant issues. |  | See ISPC Officers above | IV The <br> Constituency shall have an Executive Committee (EC). <br> The EC shall consist of the Chair, a SecretaryTreasurer and Regional Representatives (one for each of the geographic regions recognized by ICANN). These EC members shall: <br> 1.Be elected on an annual basis by Constituency members in an online vote (with the exception of the Secretary- <br> Treasurer, who is appointed by the EC)..3. Shall consist only of individuals designated by Members as their Official <br> Representative to the Constituency. 4.No two EC members may be from the same organization, or be representatives of different national chapters of the same organization. <br> IV <br> 6. The Executive Committee shall have the following duties: <br> 1. Hold official meetings, either in person or by | 3.5. The Elected <br> Members and their duties are described as follows: <br> 3.5.1. Two GNSO <br> Council <br> Representatives, who shall, under the general direction of the Executive Committee; <br> 3.5.1.1. Act as <br> Registrar Constituency representatives and not as those of their respective entities or organizations. <br> As far as it is practical, GNSO Council representatives shall consult on all relevant matters and decisions with the Registrar Constituency; <br> 3.5.1.2. If unable to participate in a scheduled GNSO Council meeting or call, provide a proxy to another Constituency GNSO Council Representative and notify the GNSO Council Secretariat, and forward a copy of the notice to the Secretary of the Registrar Constituency. The Registrar | See above as to IPC Council. <br> IV C (3) The president, with the advice and consent of the other IPC officers, shall appoint IPC representatives to all ICANN designated committees and task forces. |


|  |  |  |  | teleconference, at least four times a year. <br> 2. Establish, revise and change procedural rules to help in the management and operation of the Constituency. <br> 3. Approve all ballots for online elections <br> 4. Review and approve by voting the budgets submitted by the Chairman. <br> 5. Handle appeals of initial Membership decisions made by the ST, by majority vote, with at least four members voting. <br> 6. Appoint the Constituency's representatives to the ICANN Nominating Committee by majority vote, with at least four members voting <br> 7. Appoint the Constituency's representatives to the Public Interest Registry Advisory Committee (.ORG) by majority vote, with at least four members voting <br> 8. Fill temporary vacancies in the Chair position and oversee elections, as appropriate, for | Constituency Secretary shall endeavor to receive all relevant proxies twenty-four (24) hours prior to a GNSO Council teleconference; and <br> 3.5.1.3. Report activities of interest and import to the Constituency on a regular basis, but no less than every thirty (30) days. <br> 3.5.2. Task Force Representatives, who shall, under the general direction of the Executive Committee; <br> 3.5.2.1. Represent the interests and position(s) of the Constituency in various task forces, working groups and industry forum as specified by and per guidance from the Executive Committee; <br> 3.5.2.2. Consult with the Members on an ongoing basis to ensure that the consensus views of the Constituency Members are appropriately tabled for consideration by the task force, working group or forum; |  |
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|  |  |  |  | replacement of GNSO Names Council representatives, the Chair, or Regional Representatives for bad actions or nonparticipation. | 3.5.2.3. Track the relevant issues to ensure that the Constituency position and consensus view remain appropriate and timely; and <br> 3.5.2.4. Report activities of interest and importance to the Constituency on a regular basis, but no less than every thirty (30) days. <br> 3.5.2.5. Elected Representatives shall not have a role in the governance of the Constituency except as Members. |  |
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| c. Elections <br> d. Consituency Officers <br> e. GNSO <br> f. Nomcom <br> g. SG Reps | Silent on SG reps <br> Common provisions for officers and GNSO. <br> §5.2 \&3 email elections determined by majority. §5.5 Depending on category members have 3, 2 or 1 vote but these must be cast as a block and are indivisible. <br> Silent on Nomcom | Silent on SG reps <br> GNSO; As of <br> September, 2007, Elections shall be conducted in accordance with the voting procedures described in Article VII below, and in compliance with all applicable provisions of the ICANN By-Laws then in effect, including those relating to geographical diversity and eligibility. <br> VII | 2.4.1 Election of SG Executive Council Representative The ISPCP Committee of the Whole shall elect, on a schedule determined by the Stakeholders' Group Bylaws, a delegate to serve on the Stakeholders' Group Executive Council. <br> 2.4.2 Election of gNSO Council Members The ISPCP Committee of the Whole shall elect, on a schedule determined by the | Silent on SG reps | Silent on SG reps III. ELECTIONS <br> While any candidate may be discussed on the list, in meetings, or by phone, the following is the formal process for Members to vote on candidates for Elected Office. <br> 1. Whenever a position opens requiring the election of a Member, the Constituency Chair shall call for an | Silent on SG reps <br> IPC Council is not elected. How are Officers appointed? <br> V. GNSO Council Representatives <br> (A) Number of Representatives <br> (1) Three individuals shall represent the constituency on the GNSO Council in accordance with the ICANN Board resolution to amend |



|  |  | Bylaws provides that the Constituency shall select a voting delegate to serve on the ICANN Nominating Committee the "NomCom Delegate"). The NomCom Delegate shall meet the criteria set forth in the ICANN By-Laws. The NomCom Delegate shall be elected for a term of two years and shall hold office until his or her successor is elected or until he or she sooner dies, resigns, is removed or becomes disqualified. <br> Silent on SG representative |  |  | publish the list of nominees and call for a discussion of the candidates. The discussion of the candidates will last for a period of time specified in each case by the Secretary, but no longer than 7 days. <br> 5. Upon close of the discussion of candidates, the Secretary will create and publish the ballot. The ballot will remain open for inspection and possible correction for 72 hours prior to the vote and will only include the names of such candidates who have met the requirements of these Rules of Procedure and the Bylaws. <br> 6. The ballot will allow for a vote on each of the nominees. <br> 7. The Secretary will call the vote no less than 2 days after the end of the ballot inspection period, and other than in exceptional circumstances as deemed by a majority vote of the Constituency <br> Executive <br> Committee, will | below. If the vacancy occurs with less than six months left in the term, the IPC president, in consultation with the IPC officers, shall appoint an individual to fill the seat. <br> (C) Geographic Diversity <br> The GNSO Council representatives must be citizens of countries that are in different geographic regions as defined by Article VI (5) of the ICANN bylaws. <br> VI. Elections <br> (A) General Principles <br> (1) Elections of the IPC shall be fair, open and transparent. IPC election for GNSO Council representatives shall comply with all applicable provisions of the ICANN bylaws. <br> (2) The IPC shall strive for geographical diversity in its elections for IPC officers. <br> (5) Only category 3 and category 2 members shall have nomination and |
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|  |  |  |  |  | keep it open for no less than 7 days, but no more than 14 days. In the case of an exceptional circumstance as deemed by a majority vote of the Constituency Executive Committee, the Secretary will notify the Voting Members at the time the ballot is published and will keep the vote open no less than 3 business days. <br> 8. All Members who are eligible to vote pursuant to Section 4.5.1 of the Bylaws and are registered to vote prior to the call for the vote are eligible to cast a ballot. <br> 9. For the election of Officers, GNSO Council <br> Representatives, and GNSO Task Force Representatives, the candidate(s) receiving a majority of the votes cast (which total shall include votes cast for all candidates and any abstentions) shall be declared the winner. In the case where no candidate receives a majority | voting privileges. <br> (6) Category 3 members shall have 3 votes; category 2 members shall have 2 votes. They may cast all their votes for one candidate or spread them out accordingly. <br> (7) Only category 3 and category 2 members listed as members of the IPC at the start of the election may participate in the elections. <br> (8) Category 3 and category 2 members may nominate individuals from any of the three categories of membership, as described in Article II (B) of these bylaws. <br> (B) Election <br> Procedure. (1) Nomination period. The election process will be initiated by a nomination period of one week. The secretary of the IPC shall begin the nomination period by sending a notice to the IPCC members calling for nominations. <br> Nominations shall include:- name of the nominating |
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|  |  |  |  |  | of the votes cast, there shall be a run-off between the two candidates receiving the greatest number of votes. The winner of the run-off shall be the candidate receiving the greatest number of votes. If the run-off election results in a tie vote, then the election shall be decided by the Chair of the constituency in office on the day prior to the run-off election. If the Chair of the constituency is a candidate in the run-off election, however, the Vice Chair of the constituency in office on the day prior to the run-off election shall decide. If the Chair and the Vice Chair are both candidates in the run-off election, then the Secretary of the constituency in office on the day prior to the run-off election shall decide. <br> 10. For the election of all other positions, the candidate(s) greatest number of votes shall be | organization and membership <br> category; • name of the authorized representative making the nomination; • nominee's name, contact information, membership category, and geographical region of citizenship; and •a summary of why the nominee is a suitable candidate for the position. <br> (2) Circulation of List of Nominees. At the conclusion of the nomination period, the secretary shall circulate this information to the IPCC and work to post this information on the IPC website. <br> (3) Acceptance Period. The nomination period will be followed by a oneweek acceptance period. During this period, each candidate nominee who chooses to accept the nomination, shall submit to the secretary for circulation to the IPCC and posting on the IPC website, a statement which shall include the following: - formal acceptance of the nomination; and $\cdot$ a brief |
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|  |  |  |  |  | declared the <br> winner. In case of a tie, there shall be a run-off election. The winner of the run-off shall be the candidate receiving the greatest number of votes. If the run-off election results in a tie vote, then the election shall be decided by the Chair of the constituency in office on the day prior to the run-off election. If the Chair of the constituency is a candidate in the run-off election, however, the Vice Chair of the constituency in office on the day prior to the run-off election shall decide. If the Chair and the Vice Chair are both candidates in the run-off election, then the Secretary of the constituency in office on the day prior to the run-off election shall decide. <br> 11. Notwithstanding Sections 9 above, if in any election fewer than the larger of a) $10 \%$ of those Members registered to vote or b) 10 Members registered to vote actually vote | curriculum vitae of no more than 250 words. <br> (4) Election Period. The acceptance period will be promptly followed by the election period, which shall last one full week. During this period, the secretary will receive votes from the IPCC members. Immediately following the election period, and as soon as practicable, the secretary will publish a full overview of the votes. <br> (C) Determining the Winner of IPC Elections <br> IPC officers and GNSO Council representatives shall be elected by a majority of the votes cast by eligible voters as defined by Article $\mathrm{VI}(\mathrm{A})(7)$ of these bylaws. <br> See Provisions for run off between members from the same geographic regions. |
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|  |  |  |  |  | (including any abstentions), such election will be deemed null and void and of no effect, and a revote on the same ballot shall take place. <br> 12. For all votes, the results of specific ballots cast by Members shall not be made visible to other Members until the ballot has closed. <br> From Bylaws: 4.5. Voting. <br> 4.5.1. All voting of the Constituency shall be undertaken according to the applicable provisions of the then current "Registrar Constituency Rules of Procedure".. <br> 4.5.1.1. The Executive Committee shall cause the proposed ballot to be published for review ..for at least a three-day period and shall end at least two days before the ballots are to be cast. <br> 4.5.1.2. The Registrar Constituency shall use online voting systems to facilitate |  |
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|  |  |  |  |  | participation in the business of the Constituency. <br> 4.5.1.3. Members shall have one vote. Only Members in good standing shall have voting rights. Where a Member owns $51 \%$ or more of the voting shares of one or more ICANN Accredited Registrars, that Member shall be limited to one (1) vote. <br> 4.5.1.4. The Constituency shall endeavor to provide a standard seven (7) day voting period. |  |
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| h. Constituency Chair Term limits? <br> Elected? | No express provision TBC | The Constituency shall have a Chair, and the Constituency shall elect a Chair at the Constituency meeting following every other ICANN Annual meeting. The Chair must be an authorized voting delegate (or alternate) of a member. The Chair shall be elected for a term of two years and shall hold office until his or her successor is elected or until he or she sooner dies, resigns, is removed or becomes disqualified. If the office of Chair becomes vacant at any time, a special election shall be held to elect a | 2.3.3.3 ISPCP Officer <br> Chairperson <br> The committee of the Whole shall elect a chairperson. The period of time in Office of the chairman is one year. The Officers elect a chairman each year at the conclusion of Officer elections. On approval of officers the previous chairman may serve subsequent terms | IV. C <br> The Chair is responsible for the overall administration of the Constituency. Specific duties include: establishing and managing the email lists required by the charter, arranging meetings and their facilities, establishing and managing the Constituency's website, and overseeing membership recruitment, processing and retention. The | 3.4.1. The Chair, who shall <br> 3.4.1.1. Act as a neutral facilitator of Constituency meetings and teleconferences, provide Constituency leadership and act as spokesperson for the Constituency; <br> 3.4.1.2. Facilitate the development of Constituency consensus on various issues, as appropriate; and <br> 3.4.1.3. Represent | Not clear if President is elected. <br> IV. IPC Officers <br> (A) Composition <br> The IPC officers shall be composed of a president, a vice president, a treasurer and a secretary and not more than three additional officers that the IPCC may deem appropriate, but whose offices shall be renewed on an annual basis. Meetings of the IPC officers shall be presided over by the president, or in that |

Chair shall also: 1Prepare budget requests, as necessary, for approval by the EC. 2. Decide whether to accept the
Secretary-
Treasurer's recommendations as to whether applicants meet the membership criteria, or pass them to the full EC for challenge or review 3.Manage general
communication with
ICANN on matters outside the Policy Committee's responsibility. 4 Solicit nominations from Constituency Members and appropriate noncommercial experts and representatives o be elected by the EC to fill positions that open from time to time in the CANN process. 5 Establish ballots for voting, for review by the EC. 6.Organize and chair Constituency meetings and teleconferences oversee the timely publication of meeting notes, and act as a Constituency spokesperson on matters outside the Policy Committee's esponsibility.
the Constituency on Constituency policies and other items that have been deemed to be the official position of the Constituency by the Membership; and
3.4.1.4. Report activities of interest and importance to the Constituency on a regular basis but no less than every ninety (90) days.

See also detailed delination of roles of Secretary and
Treasurer as well as Vice Chair and Technology Officer.

|  |  |  |  | 7.Provide oversight of the Policy Committee's process and good communication with the constituency membership. 8.Manage communication to the constituency announce list. The Chair may delegate this task to one of the Regional Representatives. 9.Whenever EC votes are required by the charter but inaction by other members of the EC prevents tasks and duties required by the charter to be executed, the Chair is empowered to act to further the interests of the constituency. In the event of a tie vote on the EC, the Chair shall act as tiebreaker. |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| i. Meeting Procedures | Not express | The Constituency shall hold face-to-face meetings in conjunction with each public ICANN meeting, unless otherwise decided by vote of the Constituency. Other face-to-face meetings may be held if approved by vote of the Constituency. The Secretariat shall provide at least thirty (30) days advance notice for all face-to-face meetings. Whenever possible, the | 3.2 <br> Meetings/participation The ISPCP shall use formal meetings, conference calls and electronic communications to ensure broad awareness of all relevant issues across its membership. The Constituency shall endeavor to meet during each official ICANN meeting, as well as calling ad hoc | VI 1. The Chairman shall be responsible for ballots, agendas, and meeting schedules. <br> 1. <br> Announcements to the Constituency regarding in-person meetings shall be distributed within 45 days of the meetings. 2. <br> Announcement to the Constituency | 4.2. Meetings <br> 4.2.1. The Registrar Constituency meetings should be held, as far as possible, in conjunction with scheduled ICANN meetings. In addition, the Constituency may hold other meetings at other times as | (E) Meetings <br> The IPCC shall hold at least one in-person meeting per year. Extraordinary meetings in person shall be held when requested by at least one third of category 3 members or by the majority of the IPC officers. <br> The meetings shall be called at least one |

Constituency shal provide the opportunity to participate in face-toface meetings by teleconference from remote locations

The Constituency shall also hold meetings by teleconference as scheduled by vote of the Constituency. Except in cases when the Constituency votes to hold a meeting with shorter notice because of an urgent need to schedule a meeting, the Secretariat shall provide at least fourteen (14) days advance notice for all teleconference meetings.

## Quorum

A simple majority of the total number of all Active members shal constitute a quorum for voting at all meetings. If a quorum is not presen at a meeting, the members not present may vote by email on any matter for a period not to exceed fourteen days following the meeting (an "Extended Meeting"). On any matter requiring a vote, if the total number of members voting (including recorded abstentions) is less than a majority of the total number of all Activ members, then a quorum does not exist, and the vote shall not
meetings and teleconferences as deemed appropriate by its officers Agenda's and meeting notes shall be posted on the Constituency website, recording agreements made.

|  |  | be valid. <br> Notices <br> The Secretariat shall send all notices by email to the email address maintained for all members of the Constituency. <br> Record of Meetings <br> Minutes of all meetings shall be kept in electronic form or audio form, or both, if feasible, and the Secretariat shall circulate copies of the minutes (if available) to the membership as soon as conveniently possible after each meeting. |  | of the Constituency. <br> 3. The Chair may, its sole discretion, suspend any nonmember's access to NCUC Constituency meetings and deliberations for portions of, or for the entire duration of meetings and deliberations, if he/she feels that the presence is inappropriate, not feasible or contrary to the best interests of the Constituency. Any such action against a particular individual will be noted in the minutes or official record of the meeting or deliberations. | any committee of the Constituency in attendance shall constitute a quorum. An affirmative vote of at least one half plus one of all ballots cast, provided the total number of those voting is not less than ten percent of the total number of voting Members to a minimum of ten Members, in favor of an amendment is necessary for adoption. <br> See voting below. |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| j. Mailing and discussion lists <br> Open and publicly archived? <br> Posting rights limited to members? | Mailing listsappear open only to members, but discussion lists/archives are linked on the website at: www.bizconst.org. <br> TBC <br> See open policy on Communication Guidelines at http;//www.bizconst.org/co mmunications.htm | The mailing list and archives do not appear to be publicly available. | Mailing lists are open only to members, but discussion lists/archives are linked on the website at: www.ispcp.info. | Mailing and discussion lists are open and publicly archived; the public may also post messages. <br> \# <br> Communications <br> 1. The Constituency shall maintain three email lists: a discussion list, an announce list, and an EC list. Only Official Representatives of Members shall be put on the | Mailing lists and discussion lists currently are open only to members although this may soon change. | The web site does not appear to refer to mailing or discussion lists. |



|  |  |  |  | Constituency website membership list will receive ballots and be allowed to vote in elections. <br> Changes to such designated Official Representatives must be received by the Chair at least one week (7 days) prior to the distribution of ballots, and must conform to the voting requirements of the charter. <br> 5. The web site should provide a channel for nonmembers to make comments to the members and officers of the constituency. |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| k. Procedures for developing policy positions <br> Clear how many participants were involved in the development of any policy position? | Procedures for developing policy positions are delineated in § 7. Constituency Working Group Rapporteur will produce a first draft of a position or policy paper and then co-ordinate comments. <br> Any paid up member can propose a position paper, see §71. and if enough support, be asked to author a paper. No procedure provided here. <br> Draft Position papers circulated or posted for 14 days for comment . Deemed approved if no "substantively opposing comments are received." | Section VIII of the Articles of Operation details Voting procedures. <br> See Voting and Ranked Voting below. <br> Levels of consensus reached are included in each consensus statement. In addition, the web site lists the representatives for each working group. | 3.1 Decision Making Processes in the ISPCP <br> ...- it shall follow the following procedure. A draft position shall be produced and posted to the ISPCP membership for a period of seven calendar days to allow for comment. At the end of that period, a revised final position may be produced and posted to the membership for consensus endorsement by the Committee of the Whole where the Officers deem | Charter V: <br> 1. The <br> Constituency shall have a Policy Committee (PC) which shall be responsible for determining and representing the positions of the Constituency on matters of domain name and ICANN policy and procedure to the ..GNSO), the GNSO Council, and other ICANN policy committees, task forces, advisory committees, and policy forums. | Sections I Motions and II Fast-Track Motions of the Rules of Procedure detail consensusbuilding mechanisms, but there does not appear to be publicly available information about policy development participants. <br> Registrar Constituency Rules of Procedure <br> See consensus mechanisms and voting. <br> ...... | Neither the Bylaws nor the web site appear to provide for or include publicly available information about participants in the development of policy positions. |


|  | Mechanism for discussion if threshold of 3 oppose Deemed approved if a majority support. If a $10 \%$ split -goes to a formal vote and $51 \%$ is determinative. <br> When speaking as Constituency members, members must be faithful to approved positions. <br> The web site lists rapporteurs and issue representatives for each policy issue. |  | appropriate. If consensus is not possible, a majority vote is taken. Any ISPCP Committee of the Whole member not voting on the position will be recorded as a null vote. A majority (one greater than $50 \%$ of the non-null votes of the Committee of the Whole) will enable the position to become a final position of the Constituency. <br> Information about how many participants were involved in the development of any policy position does not appear to be available. TBC | 5. Additionally, other individuals shall be invited to serve on the Constituency Policy Committee, |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| I. Voting | See Elections Charter §5 and see Policy Development Charter §7. | See Charter VIII on Ranked Voting. ...any Active member may request, prior to the vote, that Ranked Voting be used, with each member entitled to cast the number of votes as set forth in the table below. After a vote is taken by means other than by Ranked Voting, any Active member may request that a new vote be taken using Ranked Voting. If the result of the Ranked Voting is different from the prior vote, the result of the Ranked Voting shall | Each Member in good standing of the ISPCP Committee of the Whole has one vote per election. <br> Any ISPCP Committee of the Whole member not voting in an election will be recorded as a null vote. Votes cast by every member of the Committee of the Whole will be individually acknowledged by email by the Secretariat. | V 2. Voting Members <br> 1. The Chair shall publish on the web site a list of the Official representatives of each Member Organization in good standing 30 days prior to the election. <br> 2. <br> Representatives may review the voting lists <br> 3. Large and small organizations <br> 1. To foster <br> full and fair representation of | See Rules of Procedure. <br> I. MOTIONS ..the following is the formal process for Members to vote on issues, proposals, and positions. The proponent of a motion shall submit it to the Constituency mailing list. Such motion generally would include: a. a substantive description of a new or changed policy, amendment to Bylaws, these | (D) Decisions <br> Only category 3 and category 2 members are entitled to vote. Each IPCC member in category 3 shall have 3 votes; each IPCC member in category 2 shall have 2 votes. Normally the designated representative shall be entitled to cast the vote on behalf of his or her organization. An alternate representative may only cast the vote on behalf of his or her organization if |

3.1.1.3 Election Process for the ISPCP Officers Election
The election process (including receiving nominations and communicating the names of the candidates to all Members of the ISPCP at the end of the nomination period) will be initiated and managed by the Secretariat of the Constituency. Elections may be held in physical meetings or via e-mail. All elections will be held by secret ballot. The names of the voters and the overall results of the vote shall be recorded. Then those participating in the election via tele- or videoconference are asked to submit their vote by Email, private phone call or fax making use of some sort of secret keyword provided by the election manager. The result of the voting shall be recorded in writing Insofar as elections are held via e-mail the Secretariat shall open an election period of one full week, during which it will receive votes from Delegates of the constituency through
the both large and small
organizations, as well as
independent national chapters, the Constituency shall allow:
2. Members in good standing with a current membership under 1000 people, or under 200 employees, shall be called "Small Organizations and shall have one vote.
3. Members in good standing and with a current membership of 1000 or more people or employment of 200 or more employees shall have two votes. Such members shall be called "Large Organizations" and be assessed a higher dues fee by the Executive Committee.
4.

Organizations that qualify as Large Organizations but do not wish to pay the higher dues may join as Small Organizations and have one vote
4. Electing Representatives From Different Regions and Different

Rules, or other policy documents or b. a position of support for or opposition to a report, policy, or any other matter before the Elected Members of the Constituency. 2 The motion must have three endorsements in order to proceed to formal
discussion.... 4. Discussion of the motion will be held open on the
Constituency list for no less than 14 days.....7. Any Member can call for a vote after the 14day period postpublication. 8. The Secretary will create and publish the ballot. The ballot will remain open for inspection and possible amendment. 9. The ballot will allow for a vote on each of: a. the original motion; and b. any unfriendly amendments (as deemed by the proponent). 10. The Secretary will call the vote no less than 2 days after the end of the ballot inspection period and keep it open for no less than 7 days, but no more than 21 days... 11.
mandated in writing (which includes email) by the designated representative. Proxies are permitted, provided the secretary receives written notification of said proxy assignment within a reasonable period of time that shall be set by the secretary.

All other matters require a simple majority vote of both category 3 and category 2 members. (F) Vote by Correspondence The IPCC can exercise its powers and make decisions by correspondence (which includes email) whereby a oneweek notice must be given before asking for the casting of the vote.

|  |  | receive the vote of both (a) a simple majority of Active members of the Sponsored gTLDs and (b) a simple majority of Active members of the Unsponsored gTLDs. | e-mail and acknowledge receipt. Immediately following the election period, the Secretariat will publish the result of the voting indicating the majority decision. In the event of a tied vote, lots shall be drawn. | Organizations <br> 1. Where an <br> election requires election of people from different regions and different organizations, the voting principle to determine election are as follows: <br> 1. The person with the most votes wins. <br> 2. The person with the second highest number of votes from a different geographic region and different organization - wins the second slot. <br> 3. The <br> person with the third highest number of votes from a different geographic region and different organization from any of the other elected individuals takes the next slot, and so on, until all open slots are filled. <br> 5. The Executive Committee shall, as needed, determine further procedures for nomination and voting. Such procedures shall be provided to the Constituency on the website. <br> 6. Votes of member organizations shall | All Members who are eligible to vote pursuant to Section 4.5.1 of the Bylaws and are registered to vote prior to the call for the vote are eligible to cast a ballot 12. The motion and any unfriendly amendment will be deemed as adopted by an affirmative vote of more than $50 \%$ of the votes cast. In case of a tie the motion or any unfriendly amendment shall be deemed to be defeated. |  |
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|  |  |  |  | be kept confidential. The EC may appoint a trusted Constituency member who is not a candidate, or an impartial nonmember ICANN or GNSO officer to audit the votes. |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| m. Constituency processes to encourage participation from stakeholders across the globe <br> Provision for relevant documents in multiple languages. | Current membership is 48 including multinational, medium, and small companies, but 30 of these are located in the U.S. <br> Web site or charter does not appear to describe processes to encourage global participation. <br> TBC | Current membership is 15 with one pending application. The web site or Articles of Operation does not appear to describe processes to encourage global participation. | The web site does not appear to list current members. The web site or charter does not appear to describe processes to encourage global participation. <br> See IV D on Regional Reps. | The web site lists members as of December 2007. Section IV Executive Committee of the Charter provides for Regional Representatives to recruit members in their regions. |  | Sec. IV, IPC Officers, Subsection C (2) F. Powers. |
| Amendments |  |  | VIII: Changes to this Charter. 1. Changes to this charter may take place by vote of the Members. Changes may be proposed by the Executive Committee or by petition of the Members. A petition of ten (10) percent of the then-current members shall be sufficient for putting a charter amendment on the ballot for consideration at the next regular election. Alternatively, the Executive Committee by majority vote may |  | 6. Bylaws Amendments. <br> 6.1. Amendments to these bylaws shall be made by ballot of the Members. They may be proposed by the Executive Committee or by petition. A copy of such proposed amendment or amendments, if lawful, and a ballot shall be made available to each Member in good stand at least thirty (30) days before the date designated | IPC Officers Powers .. <br> Shall (g) make technical changes to the IPC bylaws, as needed, in order to bring them into compliance with ICANN bylaws, such changes to be subject to ratification by the IPCC at its meeting or by correspondence; |

more of the eligible
Voters cast a ballot in
the election).
3. In the event that more than three chapters of the same organization in the same country join the constituency, and it appears to the Chair and/or EC that there is an organized effort by one group to control or dominate the Constituency, then the charter may be amended temporarily by a majority vote of the EC to limit, in a nondiscriminatory manner, the membership eligibility of chapters of the same organization. The amendment must be submitted to the membership for a vote at the next regularly scheduled annual election. Unlike other charter amendments, this one can pass with only a majority of those voting.
for counting the ballots. Balloting
shall be in accordance with the Bylaws and the
"Registrar
Constituency Rules of Procedure."
6.2. A vote of at least two thirds of all ballots cast, provided the total number of those voting is not less than forty percent (40\%) of the total number of voting Members or at least twenty (20) Members, whichever number is larger, in favor of an amendment is necessary for adoption. Voting Members shall be notified as soon as practicable by notice in a publication going to all Members in good standing.
6.3. Amendments to these bylaws shall take effect thirty (30) days after adoption, but if by amendment Elected Members are changed in status or the number of Elected Members is reduced, each Elected Member shall continue to serve until the term expires.

|  |  |  |  |  | Retrieved from "http://www.icann registrars.org/RC_ Bylaws" |  |
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| Term limits <br> SG <br> GNSO <br> Constituency Officers. | Constituency officers are elected for a term of two years, see §4.1. <br> No express limit on consecutive terms. <br> TBC-in practice are current officers serving consecutive terms and of what length? <br> Provides for unelected representative appointment to complete a term on a resignation or change of member designation. | Constituency officers are elected for a term of two years and may not serve more than two consecutive terms. <br> GNSO: Each <br> Representative shall be elected for a term of two years and shall hold office until his or her successor is elected or until he or she sooner dies, resigns, is removed or becomes disqualified. No Representative may serve more than two consecutive terms. | The term limit for officers is 24 months and terms are staggered so that officers are elected every 12 months. <br> 2.3.3.2 Terms of ISPCP Officers The term of office for each Officer is 24 months, staggered such that Officers shall be elected every 12 months by the Committee of the Whole. The three Officers are elected in rotating groups of one and two. <br> 2.3.3.4 Officer Resignation or Removal from Office Each Officer may resign at any time. Upon application by at least three Delegates and a decision by a voting supermajority (defined at $75 \%$ of those casting ballots from the Committee of the Whole) any Officer may be removed from office. If an Officer resigns from the Constituency, or the Officer's relationship to the Constituency is terminated, or the officer is removed from office, a | One year term limit for Executive Committee Chairs and two years for Policy Committee Chairs, serving no more than two consecutive terms. <br> the GNSO Council. GNSO Council Representatives: <br> 1. Shall be elected for two-year terms by the voting Members of the Constituency <br> 2. Each one shall be from different ICANNrecognized geographic regions, <br> 3. Shall not be on the Executive Committee <br> 4. May not be from the same organization or different chapters of the same organization, and <br> 5. Shall serve no more than two consecutive terms. | The term limit for Elected Officers is one year. Officers may serve no more than three consecutive terms. <br> 3.3. Term of Office. <br> 3.3.1. The term of office of an Elected Officer is one year. An Elected Officer may only serve three consecutive terms for the same position. The term of a Constituency Representatives vary depending on the position. <br> 3.3.2. The term of a GNSO Council Representative is two years. A GNSO Council Representative may only serve two consecutive terms for the same position. <br> 3.3.3. The term of a Task Force Representative shall be equal to the duration of the Task Force that they have been appointed to, or two years, whichever comes first. There are no limits to the number of | The terms of officers commence at the conclusion of an ICANN annual meeting and end at the conclusion of the next ICANN annual meeting thereafter. <br> (B) Term of Office <br> (1) The terms of the IPC officers shall commence at the conclusion of an ICANN annual meeting and shall end at the conclusion of the next ICANN annual meeting thereafter. <br> Notwithstanding the foregoing, during the GNSO Restructuring Period, the terms of the IPC officers shall be extended to not more than 30 days following the approval by the ICANN Board of the Commercial Interests Stakeholder Group formal plan, with new elections to be held within that 30day period. <br> (2) An IPC officer may not hold a seat on the IPC office for more than three successive terms in the same position. For purposes of this provision, the |


|  |  |  | successor shall be elected by the constituency within three months. The new Officer shall assume the responsibilities of the former Officer for the remaining period of office. |  | consecutive terms that a Task Force Representative may be re-elected to. | extension of term under Article IV (B) <br> (1) shall not be considered a new term. If no successor is elected, the elected officer shall remain in office until a successor has been elected. <br> (3) If the office of the IPC president becomes vacant, then the vice president shall become acting president until an election for the president can be held. <br> (4) If a vacancy occurs in an officer's seat, other than the president, with six or more months left in the term, the IPC president shall direct the secretary to hold an election in accordance with the procedures described below. If the vacancy occurs in an officer's seat, other than the president, with less than six months left in the term, the IPC president in consultation with the remaining IPC officers shall appoint an individual to fill the seat. |
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Subtask 3: Develop recommendations for creating and maintaining a database of all constituency members and others not formally a part of any constituency that is up-to-date and publicly accessible.

| Criteria | Commercial \& Business | gTLD Registries | ISPC | Non-Commercial | Registrars | Intellectual Property |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1. Current methods to store and update membership records. | ? NEED INPUT: The web site lists the current members; it is not clear how frequently these are updated. | ? NEED INPUT: The web site lists the current members; it is not clear how frequently these are updated. | ? NEED INPUT: The web site does not list members or indicated how often membership records are updated. | ? NEED INPUT: <br> The web site lists the members as of December 2007, but it is not clear how frequently these are updated. | $\sqrt{ }$ The membership list is updated when a new member joins or is removed. | ? NEED INPUT: The web site lists members, but it is not clear how frequently these are updated. |

