

IANA Naming Function Review (IFR)

Fact Sheet as of: 31-Mar-2020

Overview:

The Board shall cause a periodic review to PTI's performance of the IANA naming function against the contractual requirements set forth in the IANA Naming Function Contract and the IANA Naming Function SOW to be carried out by an IANA Function Review Team (IFRT).

Consistent with ICANN's mission and Bylaws, Section 18.3(a), the review team will assess the needs and expectations of IANA Naming function direct customers and the broader community, and then determine if there are any gaps in PTI's performance. The IFRT will examine PTI's performance against SLAs originally developed by the community; review PTI's annual Customer Service Survey; discuss PTI's performance with the Customer Standing Committee; solicit input through the first Public Comment of an Initial Draft; and other methods that the Review Team deems appropriate.

Wiki Page: <https://community.icann.org/display/IFR/IANA+Naming+Function+Review>
Contact the IFRT: input-to-IFRT@icann.org
Review Questions: IFR@icann.org

IFRT Co-Chairs: Fred Neves
 Tomslin Samme-Nlar
ICANN Project Mngr: Amy Creamer

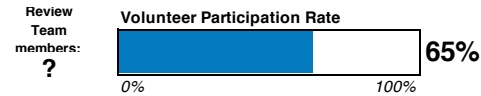
Review Status (as of 31 Mar 2020)

Start Date: Review Duration to Date: 4 Month(s)
Expected Completion: Total Expected Duration: 14 Months



0% Budget Spent/Committed by Review Team

Section I: People (as of 31 Mar 2018)



Number of Meetings: plenary and leadership calls 17 Meetings

Volunteer time: plenary and leadership meetings 116 Hours

Staff time: plenary and leadership meetings 43 Hours

Section II: Financial Resources (as of 30 Apr 2018)

Direct Review Costs ⁽¹⁾	Approved Budget	Spent to Date ⁽²⁾	Committed Services ⁽³⁾	Total Spent and Committed to Date	Remaining Budget
Travel	\$53,863	\$0	\$0	\$0	\$53,863
Space & Catering	\$3,375	\$0	\$0	\$0	\$3,375
ICANN Org Support	\$6,933	\$0	\$0	\$0	\$6,933
Total	\$64,171	\$0	\$0	\$0	\$64,171

⁽¹⁾ Excludes ICANN organization and overhead allocation.

⁽²⁾ Based on the most recent month end financials (may not include recent expenditures). Represents expenses incurred since inception of work.

⁽³⁾ Professional services includes services from signed contracts to be provided or invoiced; travel includes projected expenses for planned meetings.

Section III: Milestones (as of 31 Mar 2018)

Review Planning

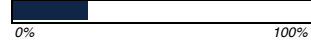
20% of total effort



- Determine role of observers
- Determine leadership
- Finalize legal docs (Conflict of Interest policy, NDA, Statement of Interest)
- Adopt methodology and framework that identifies prioritized focus of RT work (Scope)
- Adopt and publish Terms of Reference/communication with Board
- Adopt and publish Work Plan
- Define Review Team project management roles and responsibilities, including budget
- Identify need for and deliver proposal on division of work
- Develop and adopt outreach plan
- Send adopted Terms of Reference and Workplan to Board

Research & Studies

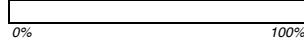
20% of total effort (to be reviewed by RT)



- Assemble repository of background materials
- Identify briefings/data sources needed
- Complete evaluation of research materials
- Determine need for independent expert(s) and develop Statement of Work

Draft Report

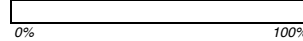
35% of total effort



- Review Team members to present initial findings to Review Team
- Develop/adopt template for findings, recommendations and report
- Assemble findings and potential recommendations
- Cross-check interim recommendations with scope/Bylaws, obtain feasibility assessment
- Socialize draft recommendations with community
- Publish Draft Report for Public Comment
- Adopt public comment summary for publication

Final Report

25% of total effort



- Review public comment received and incorporate as appropriate
- Cross-check final draft recommendations with scope/Bylaws and obtain feasibility assessment
- Approve final findings, recommendations and report for Board consideration
- Submit Final Report to ICANN Board
- Identify one or two Review Team Members to remain available for clarification as may be needed during the planning phase of implementation of Review Team Recommendations

TOTAL:

25% Milestones Completed

