

ATRT3 Agenda

7 – 9 February 2020, Brussels

General Information

Meeting Location: ICANN, Rond-point Robert Schuman 6, 1040, 1040 Bruxelles, Belgium

Phone: + 32 2 894 74 00 **Note: Please bring a government issued ID with you for access to the building.**

Remote Participation / Observers Zoom Link: <https://icann.zoom.us/j/638594986>

Hotel: Aloft Brussels Schuman, Place Jean Rey, 1040 Bruxelles, Belgium

Phone: +32 2 800 08 88 **Note: Breakfast is included in the room rate. Please eat breakfast before the meeting.**

Travel Support Emergency Contact:

- ICANN Travel Support (U.S.): +1 310 578 8610
- FCM travel (Dublin): +353 1 6053989 (business hours); +353 1 5710115 (after hours)

Documents

- **ATRT3 draft report for PC:**
<https://www.icann.org/en/system/files/files/draft-report-atrt3-16dec19-en.pdf>
- **Analysis of PC responses: LINK TBD**
- **ATRT3 work plan:**
<https://docs.google.com/spreadsheets/d/1XUW1QihwWk8iZrNFSRhwZaifdsarCDdNLpLPaL-pYHY/edit#gid=858908578>

Schedule (see following pages)

Friday, 7 February (*agenda items and times are subject to change*)

09:00 – 18:00 CET | 08:00 – 17:00 UTC ([timezone converter](#))

09:00 – 10:15 CET (08:00 – 09:15 UTC)

- Welcome
- Review of agenda and meeting objectives
- Feedback from team members from presentations of the draft report

10:15 – 10:30 CET (09:15 – 09:30 UTC) Break

10:30 – 12:00 CET (09:30 – 11:00 UTC)

- Review comment analysis tool
- Review public comments

12:00 – 13:00 CET (11:00 – 12:00 UTC) Lunch

13:00 – 15:30 CET (12:00 – 14:30 UTC)

- Review public comments

15:30 – 15:45 CET (14:30 – 14:45 UTC) Break

15:45 – 17:30 CET (14:45 – 16:30 UTC)

- Complete review of comments and / or ATRT3 response to comments

17:30 - 18:00 CET (16:30 - 17:00 UTC)

- Discussion on agenda items and structure for the next two days

Review Team Dinner - details TBD

Saturday, 8 February *(agenda items and times are subject to change)*

09:00 – 18:00 CET | 08:00 – 17:00 UTC ([timezone converter](#))

09:00 – 10:15 CET (08:00 – 09:15 UTC)

- Finish ATRT3 response to comments

10:15 – 10:30 CET (09:15 – 09:30 UTC) Break

10:30 – 12:00 CET (09:30 – 11:00 UTC)

- Finish ATRT3 response to comments

12:00 – 13:00 CET (11:00 – 12:00 UTC) Lunch

13:00 – 15:30 CET (12:00 – 14:30 UTC)

- Finish ATRT3 response to comments

15:30 – 15:45 CET (14:30 – 14:45 UTC) Break

15:45 - 17:30 CET (16:30 - 17:00 UTC)

- Finish ATRT3 response to comments

17:30 – 18:00 CET (16:30 – 17:00 UTC)

- Discussion on agenda items and structure for the next two days

Sunday, 9 February (*agenda items and times are subject to change*)

09:00 – 18:00 CET | 08:00 – 17:00 UTC ([timezone converter](#))

09:00 – 10:15 CET (08:00 – 09:15 UTC)

- Determine structure of final report and work approach

10:15 – 10:30 CET (09:15 – 09:30 UTC) Break

10:30 – 12:00 CET (09:30 – 11:00 UTC)

- Determine structure of final report and work approach

12:00 – 13:00 CET (11:00 – 12:00 UTC) Lunch

13:00 – 15:30 CET (12:00 – 14:30 UTC)

- Review of schedule and methodology to Cancun

15:30 – 15:45 CET (14:30 – 14:45 UTC) Break

15:45 – 18:00 CET (14:45 – 17:00 UTC)

- Look ahead to Cancun meeting planning
- Messaging coming out of the face-to-face meeting
- Update work plan