Transfer Policy Review PDP WG

Kick-Off Meeting - 14 May 2021

ICANN

Roger Carney, WG Chair

Agenda

1. Introductions

2. Working Group Vice Chair

3. Charter Highlights

4. Operating Mode/Working Methods

5. Work Plan

6. Meeting Frequency and Schedule

7. AOB

Introductions

Working Group Vice Chair

Vice Chair

Recommended:

◉ Working Group does not select a Vice Chair, with the option to appoint a Vice Chair in the future if needed.

Alternatives:

◉ Vice Chair selected from Working Group membership.

◉ Working Group seeks a volunteer from outside the group.
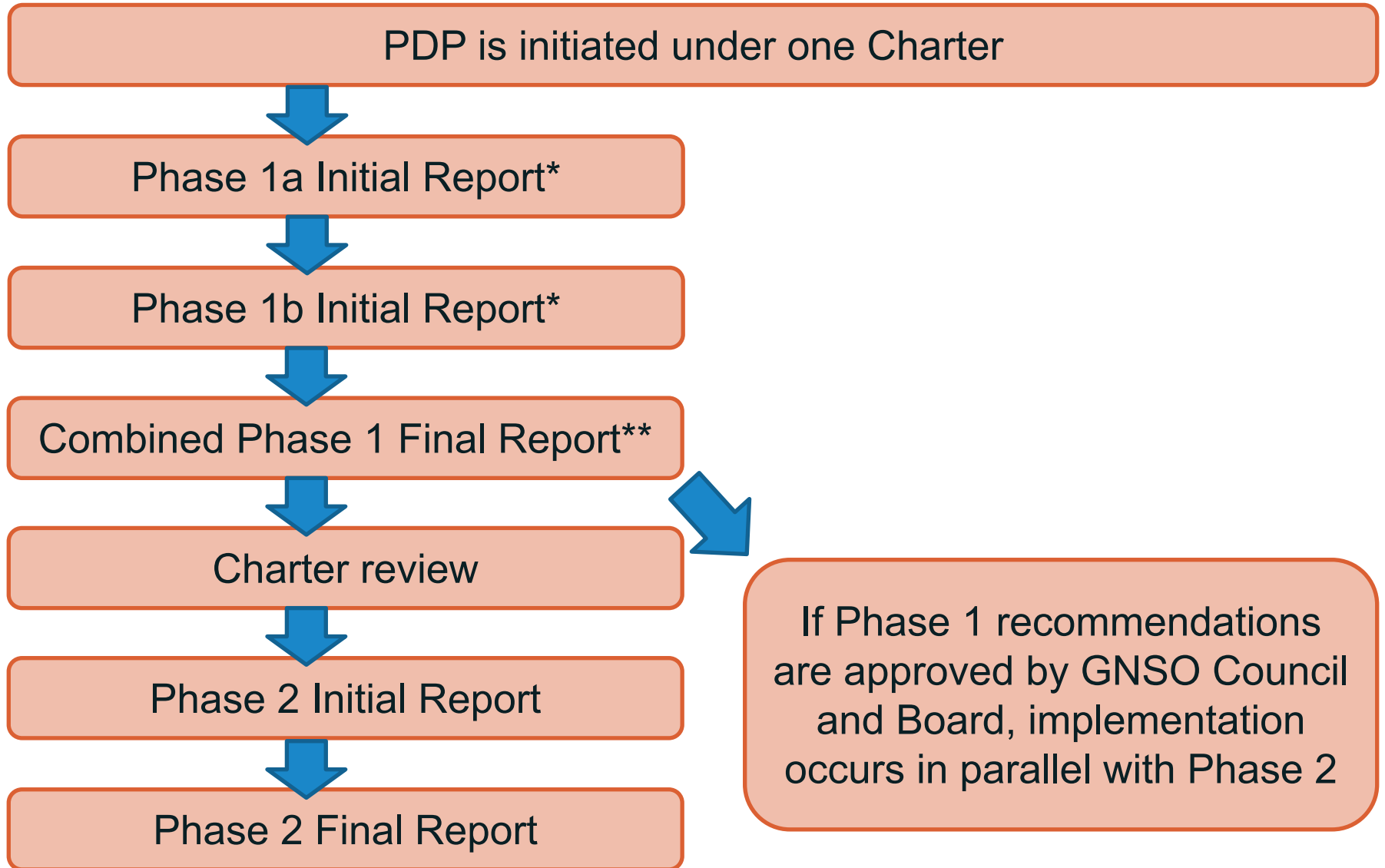
Charter Highlights

Charter: PDP Scope and Phased Structure

Mission and Scope: PDP to conduct a **holistic review of the Transfer Policy** and determine if changes to the policy are needed to improve the ease, security, and efficacy of inter-registrar and inter-registrant transfers.

Conducted in Phases under a single Charter:

- Phase 1(a): Form of Authorization (including Rec. 27, Wave 1 FOA issues) and AuthInfo Codes
- Phase 1(b): Change of Registrant (including Rec. 27, Wave 1 Change of Registrant issues)

- Phase 2: Transfer Emergency Action Contact and reversing inter-registrar transfers, Transfer Dispute Resolution Policy (including Rec. 27, Wave 1 TDRP issues), NACKing transfers, ICANN-approved transfers

Charter: Sequence of Milestones

PDP is initiated under one Charter

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Phase 1a Initial Report*

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Phase 1b Initial Report*

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Combined Phase 1 Final Report**

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Charter review

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Phase 2 Initial Report

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Phase 2 Final Report

If Phase 1 recommendations are approved by GNSO Council and Board, implementation occurs in parallel with Phase 2

* Phase 1a and Phase 1b Initial Reports will each have their own public comment period
** Combined Phase 1 Final Report helps to ensure coherence/consistency between 1a and 1b recs

Charter: Working Group Composition

◉ All SO/AC/SG/Cs were invited to appoint members and alternates, although some chose not to do so or have not yet identified volunteers.

◉ Membership structure:
  ○ **Chair** (and optionally Vice Chair), who serves as a neutral facilitator;
  ○ **Members**, who are responsible for active participation, preliminary deliberations, and consensus. Members represent the views of their appointing organizations in deliberations and consensus calls;
  ○ **Alternates**, who only participate if a Member is not available, but will be responsible for keeping up with Working Group. Alternates may always join calls but may only speak if they are "standing in" for a Member who is absent;
  ○ **Observers**, who may follow the work by listening to calls and following email traffic on the mailing lists;
  ○ **GNSO Council Liaison**, who is a neutral link to the GNSO Council. Greg DiBiase will serve as GNSO Council Liaison for this PDP.

Operating Mode/Working Methods

Operating Mode/Working Methods

Members should familiarize themselves with the GNSO [Working Group Guidelines](#) and [PDP Manual](#).

⦿ Working Methods:
  ○ Regular Working Group meetings via Zoom.
  ○ Offline assignments between calls.
  ○ Sessions during ICANN meetings, as needed.
  ○ Community input through request for input from SO/AC/SG/Cs, as well as public comment on the Initial Reports.

⦿ Member Roles:
  ○ Reminder: members represent the views of their appointing organizations, don't "switch hats."

⦿ Transparency:
  ○ Mailing lists are publicly archived.
  ○ Calls are recorded and transcribed.

Decision-Making

- As outlined in the [Charter](#), the Working Group will follow [Working Group Guidelines](#) Section 3.6: Standard Methodology for Making Decisions.

- In addition, the [Charter](#) states:

  "The subject matter of this PDP is not equally of interest to and impactful on all SG/C/SO/ACs. As a result, the membership structure more heavily represents ICANN's contracted parties, and specifically registrars. At the same time, the registrant's perspective will be important to factor into the Working Group's deliberations and final outputs. The Chair shall ensure that all perspectives are appropriately taken into account in assessing Consensus designations on the final recommendations."

Statement of Participation Highlights

Members agree to:

◉ Work cooperatively towards consensus.

◉ Treat all members of the Working Group with civility, respecting their time and commitment.

◉ Regularly attend all scheduled meetings and send apologies in advance when unable to attend.

◉ Follow through on completing assignments between calls and meeting agreed deadlines.

◉ As and when appropriate, seek to be replaced by a designated Alternate in accordance with the wishes of appointing organization.

◉ Abide by working methods and rules of engagement outlined in the Charter.

Any additional agreements WG members want to make about how we work?

Work Plan

Work Plan

◉ GNSO Council is the manager of the PDP.

◉ Working Group will deliver a work plan to Council and provide monthly updates on its progress.

◉ If timeline needs to change, Working Group will submit a Project Change Request to the GNSO Council.

◉ Working Group will progress through topics sequentially, using the Charter questions as a guide.

◉ Initial deliverables (approximately the first 6 weeks):
   ○ High-level review of phase 1 topics
   ○ Prepare request to SO/AC/SG/Cs for input on phase 1 topics
   ○ Deliver phase 1 work plan to GNSO Council

Meeting Frequency and Schedule

Meeting Frequency/Schedule

◉ Proposal: initially, meet once weekly for 90 minutes

◉ WG may consider increasing frequency to twice weekly as work progresses

◉ Suggested time slot: Thursdays at 18:00 UTC

AOB

Reminder

Before the second Working Group meeting, read the following documents:

- [Working Group Charter](#)
- [Final Issue Report](#)
- [Transfer Policy](#)
- [Consensus Playbook](#)
- [GNSO Working Group Guidelines](#) & [PDP Manual](#)
- [ICANN70 session providing an introduction to the PDP](#)

Once you have completed your document review, please confirm [here](#).