

AL.ALAC/MT.32/6/1

ORIGINAL: English

DATE: 19<sup>th</sup> June 2008

STATUS: DRAFT

## Internet Corporation for Assigned Names and Numbers

At-Large Advisory Committee

### AT-LARGE ADVISORY COMMITTEE

### POLICY ADVICE DEVELOPMENT (PAD)

### PROCESS OUTLINE

#### *Introductory Note by the Staff*

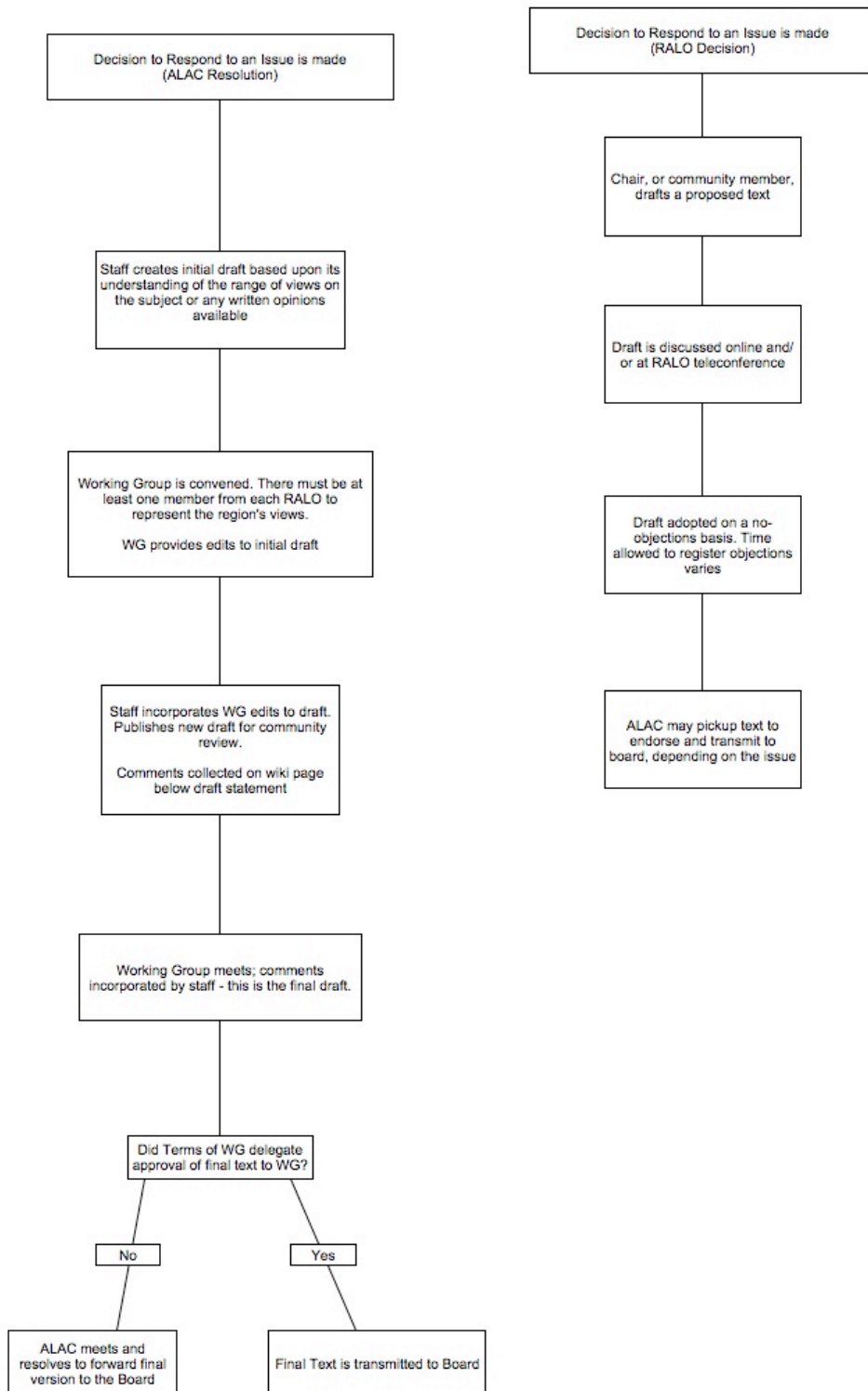
This document is provided by the At-Large Staff at the request of the At-Large Advisory Committee to summarise the process by which recent statements of the ALAC to the Board of ICANN were developed, and to outline a modified process that would allow for translation of draft statements to take place as the process moves through the various stages.

#### *Note on Translations*

The original version of this document is the English text. Where a difference of interpretation exists or is perceived to exist between a non-English edition of this document and the original text, the original shall prevail.

# At-Large Policy Advice Development (PAD) Process – June 2008

## Process Outline as used for the last three ALAC Statements.



## Proposed Amended PAD Process, Incorporating Translation

Time from Consultation Announcement Posted	Step / Action Taken	Notes
Week 1	Consultation Announced	Posting in English only – 1 week to get translations and post
Week 2	Translated versions posted	
	ALAC Decides / Chair Asks WG to Respond	Staff begins drafting synthesis text based upon understanding of the positions held on the subject
Week 3 (end)	Synthesis Text available. Text sent to translators	All up to one week for synthesis to be developed.
Week 4 (end)	Translations being produced	Translations take one week
Week 5 (end)	Working Group meets to discuss text.	On completion of meeting, staff produces next draft. If changes are substantial, translation may take up to an additional week.
Week 6	Second draft is posted for community comments for two weeks	Comments are compiled via the comment button on the wiki page where the statement is posted.
Week 7	Consultation continues. Working Group meeting is scheduled for the following week	Comments compiled and if necessary translated (inhouse)
Week 8	Working Group meets and agrees amendments to the text.	Staff compiles 3 <sup>rd</sup> (final) draft. This is produced in three languages. Where comprehensive updates are necessary, outside translation may be required -
Week 9	If outside translation is not required, statement is now ready for transmission – if the working group is delegated responsibility for approving. If not, then statement is voted on by ALAC	Electronic voting is used, with a one-week vote, to approve the text if ALAC has not delegated authority to approve statement. NOTE: If any amendments are proposed at this point, the process goes back to Working Group review, at week 8. This effectively adds two weeks to the process
Week 10	ALAC Votes on the Statement	
Week 11	ALAC Chair transmits statement to the Board	