ICANN
At-Large Advisory Committee
(ALAC)

REPORT ON
"ONE DAY" FOR ALAC WORKSHOP

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I. Main workshop objectives:

- To provide ALL ALAC members with the opportunity to get to know each other better;
- To familiarize all members, especially the new ones, with the main ALAC goals/objectives and outcomes/outputs;
- To involve all members in reviewing current ALAC developments, position and further developments and planning via the SWOT Analysis Method.

II.   Expected outcomes

- All ALAC members know each other very well;
- All ALAC members are familiar with the ALAC current status, goals vs. objectives and major achievements;
- All ALAC members know how to use SWOT Method for Reviewing and Planning.

III.   Expected Outputs

- ALAC short-term/mid-term and long-term Plan of Activities/Initiatives, including Task Division;
- "OneDay" for ALAC Workshop Methodology that can be applied for other face-to-face ALAC meetings.

IV.   Detailed Description of the "OneDay" workshop

Session 1.

Goal of the session: The Goal of this session is to present the Objectives of the ALAC Internal Working Day as well as the Agenda for the day. Besides this, the purpose of the first session is to provide ALAC members with the possibility to learn more about each other and what they do: current members vs. new members, as well as to establish Working vs. Communication Rules for Day.

Activity	Procedure
- The Agenda of the Workshop has been presented; - Some Working Rules for the Workshop have been established ... 	As soon as the Agenda has been presented to ALAC team, everyone has been involved in a brainstorming activity on identifying some basic rules, that would assure efficiency of the Workshop day. As a result of this exercise, the following are the Rules that have been identified and shared by the team members: 1. Mutual Respect and Tolerance 2. Listen to each other 3. Encourage different points of view 4. Encourage everyone to actively participate in the discussions 5. Summarize the main ideas at the end of each session 6. Speak Slowly (native vs. non-native English Speakers) 7. Write down the most important issues discussed 8. Feel free to express your ideas 9. To achieve the proposed objectives 10. Be brief and precise (don't speak more than 3 min. at once) 11. Have FUN in the process 12. This rules are applied both in online and offline collaboration/work among ALAC members 13. Better Physical Set-up 14. Don't attack the person, attack the problem – don't make it personal 15. Don't make assumptions, use facts … 16. Don't take things personally 17. Be polite 18. Don't generate too much controversy; 19. Be open to learn …

ICANN At-Large Advisory Committee (ALAC)	
Getting to learn more about each other …	After the working rules have been established, members have been involved in a "getting to know each other better" exercise: for that, everyone worked in pairs and had max. 7 minutes for finding out the following main things about each other: - What are the main hobbies and interests; - What is the funniest thing that happened to him/her? - Where does she/he see himself/herself in 5 years from now? While presenting each other, members had to play each other, which was a fun and an interesting activity.

Session 2

Goal of the session: The goal of the session is to familiarize all ALAC members, especially the new members, with:

- History of ALAC;
- Role of ALAC both for ICANN and end users;
- Main ALAC members' responsibilities …

Activity	Procedure
	At the beginning of the second session, an ice-breaker was organized. A poster/flipchart has been put on the floor and everyone had to imagine that the poster is an island, and that everyone should be able stand on the island (no matter how small the island is). As soon as the first step has been made, the poster has been folded up and became twice smaller, and the team has been asked to stand on the small 'island' once again. The third time the poster has been folded up again, and everyone has been asked again to stand on the small 'island' – but in such a way that everyone is included and not left behind. Comment: the ice breaker has been debriefed and ALAC members have been asked to share about how they felt during the exercise and that allowed everyone

ICANN **At-Large Advisory Committee** **(ALAC)**	
Short intro on the ALAC Self – review Document by Izumi	to share … Izumi has provided a very short overview on the Document – the purpose, who participated in its elaboration, when … as well as has responded to the questions of the ALAC members on the Self-review document.
Discussing the short and updated version of the Doc: ALAC self : - History of ALAC; - Role of ALAC; - Main ALAC members responsibilities	Everyone received the English Language Version of the Document only (because of lack of time the French and Spanish version were not available). Everyone was asked to read the doc in 10 minutes as well as to mark, while reading, with the following symbols: V I knew that + It's new for me ? I want to know more about it/this Some members proposed not to go through reading the Document, but rather discussing the issues related to ALAC history, Role of ALAC, and main ALAC responsibilities … For that purpose, the team has been divided into 3 small working teams, grouped per language: Spanish, French, and English and spent 40 minutes on identifying the main issues, concerns, problems related to ALAC . The results of the discussions have been presented in Session 3

Session 3

The goal of the session is to discuss ALAC Strengths, Weaknesses, Opportunities and
Threats (SWOT Analysis). The purpose of the session is to also allow ALAC members share
their views on the main Strengths of ALAC, Weaknesses, Threats – including their views on
internal issues affecting ALAC work (meetings planning, teleconferences, subcommittees,
etc.), and of course to discuss the real opportunities which ALAC can/should/might benefit
from. At the end of the session, ALAC team should have 4 presentations
based on SWOT.

ICANN At-Large Advisory Committee (ALAC)	
Activity	**Procedure**
Follow up of the Second Session 	As a result of the teams discussions during the 2nd session, 3 presentations have been made which have actually highlighted the most important issues raised in the teams: Main issues and concerns raised during the Session 2 (as a result of discussing the ALAC Self-review Document) Group A. - Foundation of ICANN - Challenges of At Large; - What are the most important things for ALAC – users voices; - Effective - Accountable; 15 people – difficult; - Roles of ALSs – feedback; - How can we get users voices – Focus?; - Input provider of coordination Group B - Process – since 2002; - End users participation; - Role of RALOs – encourage ALSs vs. users feedback; - ALAC members' responsibilities; - Need for information on issues: - Capacity building (seminar/conferences, etc.); - Funds - Participation WG at ALAC; - Liasons' tasks - Present ALAC views Group C - Charter, Problems, Challenges, Outreach; - We have to pay more attention to policy; - We have set up regional organizations, but they do not get work well; - We need to advice ICANN's constituencies (GNSO, CCNSO, GAC, etc.) and the Board – What about the general public? "Outreach" should mean: to get opinions from the general public – understand user's needs; - How do you listen to user's needs?

	ICANN At-Large Advisory Committee (ALAC)	
	- We need infrastructure (RALOs) to work better, use resources (experts) to help; - Prioritize issues …	
ALAC – SWOT Analyses	The 3 Teams continued working in the initial teams on the SWOT Analysis for almost 40 minutes. Each team had to focus on the 4 aspects: Strengths, Weaknesses, Opportunities and Threats. For the purpose of the SWOT Analysis some tentative Qs have been used that helped teams focus on concrete aspects. Izumi, Cheryl and Veronica have been facilitating discussions in each team to keep the discussions focused.	

SWOT Analyses Results	Strengths	Weaknesses
	- ALAC represents a large number of end users – Voices of users; - ALAC is a multidisciplinary, multicultural, multilingual team; - Great regional potential; - ALAC is part of ICANN's bottom-up and MSP process; - ALAC is opened towards finding solutions; - ALAC interacts directly with RALOs and ALSs; - ALAC is a funded Body; - Staff resources; - Energy, quality of	- no enough team – spirit; - no clear vision and strategy; - lack of clear responsibilities and task division among ALAC; - high turn-over of members - lack of continuity; - interference from ICANN staff; - limitations caused by technical, language issues; - lack of coordination between ALAC and other bodies; - leadership; - Staff: roles not well-defined; to whom staff accountable; - Self-organizing; - Volunteers/competing

people; - ALAC covers a wider variety of issues; - ALAC expertise; - Altruism and voluntarism; - ALAC has NomCom reps; - Process	priorities; - Different perspectives; - No clear framework; - Only 15 members – hard to represent the world; - ALL volunteers – ineffective role sharing; - Process; - Disorganized; - Lost the working process where by we made policy recommendations consistently; - Communications (wiki, conference calls, etc.);
Opportunities - Do more outreach both nationally, regionally and internationally; - Identify and articulate clear roles and responsibilities among ALAC members; - Establish a mechanism that would allow ALAC have an efficient continuity (especially when new members join); - Use other social and networking /virtual tools along with teleconferences and mailing lists; - More team-	**Threats** - discourage other people involvement; - lack of understanding about ICANN by ALSs; - ALAC Review may reveal ALSs problems; - ALAC Review: long delayed – bad timing; - Budget/Financial sustainability; - ALS Funding depend only from ICANN; - Alienating ALS structures by not being organized to take their input; - Language and Communication dysfunction between ALSs and ALAC; - Reliability (GTLD); - Unable to train people about issues in developing countries;

- building/team spirit exercises for ALAC; - Strong Leadership; - Develop a Strategic Plan; - Define more roles for users; - ALAC Review; - Even more resources at RALOs; - More input and new structure; - Coordinate voices; - Better info exchange; - More influence on Planning and Budget; - More flexibility, eg. Summit; - Agree NOW on Planning and Structure	- Too much 'load' on ALS;

Based on the teams presentations, everyone was asked to brainstorm on the priorities for ALAC in terms of activities, initiatives, proposals, etc.

All the ideas/recommendations have been presented in Session 4.

Session 4

The goal of the session is to apply the SWOT Analyses results for Action Planning (Who? How? By when? What ? Why? How much? How many?).

Activity	Procedure
As a result of the session 3 presentations, a list of priorities has been made (all the activities have been actually related to ICANN meeting in LA in the first place), rather than on long term ALAC planning.	Identifying and prioritizing main activities/suggestions/recommendations vis-à-vis what needs to be done in short-term, mid-term and long-term E.g. What needs to be done during the ICANN LA Meeting 1. To discuss the Agenda for the Board meeting; 2. To identify specific issues that ALAC should be dealing with (WHOIS, IDNs, IPV4 – IPV6, Domain Tasting, RAA, geoTLDs, etc.); 3. To monitor ICANN developments via ICANN web page; 4. To comment on ICANN's openness and transparency review; 5. To discuss ccTLD redelegation; 6. To discuss vs. attend the meeting on gTLDs; 7. To respond to the NomCom review – participate in NomCom review process (we need to be more political – actively comment); 8. To discuss the GNSO improvement report; 9. To meet with the Chair of GNSO; 10. To discuss the relationship between ALAC and GAC; 11. To discuss different priorities; 12. The meeting with NCUC; 13. To discuss the relationship of ALAC vs. GNSO, NCUC and other constituencies; 14. To discuss with the Secretariats the results of Sunday meeting; 15. To recognize the descending views and to put them forward; 16. To organize an evening/dinner for all ALAC members

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One activity from the above list has been picked up and discussed based on the Gantt Chart. And that was the meeting with the ICANN Board which has been discussed in details:

- What activities need to be implemented for the purpose of the meeting with the Board;
- What resources are needed for this purpose;
- Who is the person responsible for this certain activity;
- What is the desired output (e.g. Doc, a list of Recommendations, etc)
- What is the deadline …

The completed Gantt Chart is attached to this Report.

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Conclusions

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Wrap up by Cheryl and Veronica – concluding on the main results/outputs of the day: informing the team that all the results will be posted on the wiki so that other members who were absent can comment and share their views, etc.

The Day ended with a nice dinner which gathered a good party of ALAC members!!!

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V. Feedback from ALAC members who have participated in 'OneDay' Workshop

The feedback questionnaire has been sent to all ALAC members, and 11 members have completed the feedback questionnaires. Below are the comments, suggestions, recommendations, impressions of the ALAC members vis-à-vis the "OneDay" Workshop as well was vis-à-vis issues related to ICANN LA Meeting.

The Questionnaire had 4 main Sections: A&B Focusing on ICANN LA Meeting and C&D on ALAC Workshop. There were about 19 questions to which ALAC members have provided their comments and inputs.

1. What added value did ICANN Los-Angeles Meeting offer you? (Choose more than one answer where appropriate)

9 members answered - Knowledge and information
4 members answered - New concrete solutions or approaches

7 members answered - New contacts

Additional Comments/Values:

"Building ALAC team strengths and know ALAC members"
"ICANN structure and positioning, ALAC working methodologies"
"Get to know my co workers better"
"Preparation of ICANN Paris"

2. Were the issues discussed and covered satisfactorily?

3 members answered – YES
8 members answered – PARTIALLY

Additional Comments:

"Time was short"
"Partially is nothing"
"The ALAC team-building workshop could have been done in half day instead of whole…"

3. Are you satisfied with the overall agenda of the ICANN Los-Angeles Meeting?

One member answered – YES
6 members answered – PARTIALLY
4 members answered – NO

Additional Comments:

"It is important that ALAC members have the time to participate in others consistencies meeting, overlapping meetings is an issue that should be solved in next ICANN meeting"
"Yes, but Time is not enough"
"Because the agenda is imposed by others, not by ALAC members or RALOs"
"More technical and policy discussion among ALAC was expected"
"Too much overlap on ALAC and other important constituencies meetings"
"Better than San Juan, but meetings are still too disorganized. Leadership is nonexistent (weak). Chairing a group of people doesn't mean selecting an order of people who then talk on and on. By the end of the week, we should have been talking about the agenda for the meeting in New Delhi. Instead we were continuing to whine about budget authority and translation. Perhaps if the ALAC became more successful as a group and did what it was supposed to do, it would be accorded more respect and the autonomy to help spend its budget. Right now, if I were ICANN staff, I wouldn't dream of giving the ALAC group the authority to spend its own budget".

"There was little information to ALAC members on the activities of other working groups".

4. A. Are you satisfied generally with the outcomes of all workshops/meetings you have attended/participated in?

5 members answered – YES
6 members answered – PARTIALLY

Additional Comments:

"In this case partially is partially"
"On some issues (the new gTLDs) the timing is not clear and no conclusion on Whois…"
"The ALAC meetings are a waste of time. In addition, far too much time during the week is devoted to ALAC meetings. However, some of the meetings run by other parts of ICANN, such as NCUC and SSAC, are helpful. Also, APWG meeting on phishing was excellent. Danny Younger's workshop on RAA was good also".

4. B. Are you satisfied with the outcomes of the workshops/meetings organized/facilitated by ALAC?

3 members answered – YES
7 members answered – PARTIALLY
1 member answered – NO

Additional Comments:

"Yes , It has enabled us to know ourselves better and to facilitate our work in the future"
"Some of us need more knowledge about certain issues"
"Though introduction session was great, there was no time for planning session where objectives for upcoming year could be discussed and agreed to".
As I have said before, the ALAC meetings are disorganized, a waste of time, and overly focused on process and elections to meaningless posts and offices. There are too many people sitting around a table blabbing on. Too much time is devoted to complaining about inadequate translation. The ALAC doesn't have a clear mission and doesn't seem to understand how to clarify its mission and act on it. In fact, I walked out of the Wednesday afternoon meeting. The ALAC group should be broken up into small groups who are given tasks to accomplish and then report back to the group. The ALAC is supposed to represent USERS, not registrars or people's personal endeavours with new gTLDs. Further, the ALAC doesn't seem to care much about ICANN issues of real importance to consumers, i.e., policy relating to WHOIS, RAA agreement, gTLDS. Only a small group of people (Alan, occasionally Izumi, and Danny Younger, who is not on ALAC) seem to have anything to say about these issues".

"Not everyone was interests in the one-day Workshop"

5. **Are you satisfied with your own involvement in the Meetings/Workshops facilitated/organized by ALAC?**

8 members answered – YES
2 members answered – PARTIALLY
1 member answered – NO

Additional Comments:

"More focus on main issues was needed".

"Even with my lack of knowledge in some topics".

"ALAC should pro-actively engage user groups where ICANN meetings take place. This was not done for LA meeting. Hope it can be planned/arranged for next meeting in spring".

"(not 100%, maybe 70%+)"

"My organization and I have a lot to offer and the ALAC is not putting it at all to use. ICANN staff, however, is. I have had much more productive and professional interaction with ICANN staff that's mission-focused (I.E., Dave Piscitello, Nick Ashton-Hart, Kurt Pritz, Tim Daly [?] the ICANN staff guy who works on RAA)".

B. Presentations

6. **What workshop/meeting has been of most importance for you?**

"ccNSO"

"The workshop on the history of ALAC and Role of ALAC both for ICANN and end users"

"ALAC OneDay was for me the most important, and I believe that we need more meetings like this"

"Joint meeting ALAC with Secretariat"

"The Meetings with the Board members"

"ccNSO"

"But I am sure we didn't conclude in good conditions"

"The Meetings with the Board members"

"So far, the presentation by the Anti-Phishing Working Group in LA is the best".

"OneDay Workshop"

7. What workshop/meeting has been of most interest for you?

"IDNs

"The establishment of the Grant chart to define priorities, the definition of resources, etc.

"IPV4 – V6 transition, because this topic affect users directly

"ALAC meeting with ICANN BOARD

"The conference about IDN

"IDNs

"The IGF meeting on New gTLDs

"And the last board meeting , Election of new chair

« The conférence about IDN »

"In San Juan, I was on two panels: RAA and gTLDS. Because I was "thrown in" to two "panels while being brand-new to ICANN, I had to learn a lot very quickly and meet a lot of interesting people"

"Registrars agreement

8. What format of the meeting do you consider as being most effective?

"ccNSO, IDNs"

"I think we need to work all together F2F. We must discuss every topics, with a short introduction, and after that cross opinions about it. And them take a resolution"

Meetings with different ICANN stakeholders"

ccNSO, IDNs"

Where we were able to exchange"

"Assigning tasks to small groups or single people and agreeing mutually on objectives. That's efficient. The idea that 15-20 people who can't speak the same languages sitting around a table bullshitting for four hours is going to accomplish anything, is ridiculous. Unfortunately, it's more complicated than that. Only about six people among the ALAC seem to consistently participate or have anything of value to say. About the same number contribute to the policy documents"

C. 'OneDay' for ALAC Workshop

The usefulness of "OneDay" workshop:

3 members answered – EXTREMELY USEFUL
7 members answered – VERY USEFUL
1 member answered – USEFUL

9. The workshop has been useful, but the following aspects can be improved:

"Needs more time"

"The thing has improved, It's have more time, for example have 2 days of workshops where the day 2 will be devoted to preparing the action plan (program) for the year based on the model of table Grant"

"More attention to the policy issues that ALAC need to work on, role of ALA members on these issues, Links between the ALAC work and the strategic planning of ICANN"

"Understanding more about the functioning of ALAC within ICANN"

Provision of Simple definitions of the main issues and ALAC's inputs

"Too much objectives for one single meeting. Team building not (yet) reaches.

What is the team we want to build – ALAC members – ALAC + Liaisons – ALAC + Liaisons + Chairs & Secr from Ralos? Did we include the Alac Director?..."

"The icebreakers were a little basic and juvenile. The whole thing probably could have been done in half a day. Also, the team of facilitators did a great job, but it might have been better to have more participation from ICANN staff"

"For the first time there was an ice braking activity and people got to know each other. On such a diverse group it was strange that this was not made before"

10. The following aspects would have made the workshop more meaningful and efficient:

"Clear agenda, and more time for the activities, on the future such workshops is needed among ALAC to provide a platform for exchange of expertise"

"Establishing some basic rules for Workshopp; ALAC SWOT Analyses"

"More focused and better facilitated. more balance in time management during the workshop"

"I am in favour in interpretation for the business meeting. But for the one day meeting it was not useful and even counter productive. It would have been interesting to see how – as a group – we managed to understand each other even with different languages. In our group there are differences much more important than the language one – but the language one was put in top"

"Send some materials to read before the meeting – with translation in French and in Spanish"

"Use the knowledge of the participants more than any other knowledge (historical documents). We where not trying to build the truth but a group"

"To be cut from the real life – no computer link – no people going back and forth – no spectators…"

"Greater participation from ICANN staff and a focus on more concrete outcomes. Most of us who are in management are already familiar with team building and project management, so there should have been a more tailored approach to capacity building in that regard. Also, all of the things that were talked about and agreed on during the

workshop, were invalidated during the week because the chairman didn't attend the one-day workshop. What followed was a lot of unprofessional communications, immature mud-slinging and unnecessary tension. In that sense, the one-day workshop was not successful, because it did not recognize or deal with the problem of the chairmanship of the ALAC"

"Participants willing to put an effort on the activity rather than saying what they didn't like about it".

11. What training methods did you find as being the most efficient during this workshop:

"Using an interactive approach will be very useful"

"The exchange between the different working groups (A, B, and C) , and syntheses"

"Participatory, working in group"

"Q & A with ALAC and other ICANN community members"

"Team building"

"I don't really have a comment here"

12. What did you like in 'OneDay' for ALAC Workshop most of all:

"Its was a chance for ALAC to spend more time together and know each other"

"The Translation, and Getting to know each other better"

 "I would like involved in issues related directly with the users interest, not in topics related with staff, ICANN or others committees are interested"

"Know various new people"

"The friendly climate"

"Confirmation and discovering of the personality of some participants"

"Getting to know some of the people on the ALAC better"

"Getting to know each other was really good"

13. Please feel free to share any other comments/ideas/thoughts you might have regarding 'OneDay' for ALAC Workshop:

"The lives of ALSs and RALOs (exchanges of experience)"

"Distinctions, because I feel that the decisions are taken by only a few "VIP" or selected members"

"Should continue with involvement of secretariat or who's ever involved in ALAC work"

"I guess we didn't come with the same expectation and it was no put to the table at the beginning".

"Could have been done in half a day. Could have done without the "contrived" icebreakers".

D. Others

14. What policy issues would you like to get involved in?

"IDNs policy development"

"You are the specialist in this. And I think you make your work in a very good manner"

"gTLDs"

"The IDN because it is a way for countries with non western languages to better express themselves in the internet and my main concern is to involve all users while thinking keeping in mind internet stability"

"It must have been out side of the team building effort"

"We need to draw a line between team building and ALAC business activities"

"Security,

"Anything that has an impact on consumers and end-users: WHOIS, new gTLDs, RAA" security and stability, government relations and advisory"

" WHOIS"

15. What other aspects of ALAC you would like to be part of?

"First: we are all equals. And in this sense we must treated in the same manner. We must be held in the same hotel with the same facilities. Second: We are volunteers and we need that all expenses being covered by ICANN, we need a proper per diem, and not one single power to eat sandwiches.

Third: We need to arrive at least one day before to recover our forces after the trip. I think"

"ALAC representation improvement regional representation effective communication with the ICANN Board"

"Working on the issue of providing information/sensitization tools to ALAC new members and worldwide internet users"

"It must have been out side of the team building effort"

" Co-ordination & planning of meetings, outreach"

" Strategic planning and leadership. Liasons with staff and other parts of the organization"

16. Please feel free to share any issues or activities for the next "OneDay" Workshop in New Delhi:

"The lives of ALSs and RALOs (exchanges of experience)"

"List topics that related to policy and technical issues hat ALAC working on, - review the achievement and challenges"

"I advice that we have a day exchange of information session where leading ALAC members handling the working groups could provide input about the current status in the different issues"

"Some key items that should be covered in Delhi - planning , budgeting, issue tracking, ALAC outreach, measuring outreach done by ALS's, mapping of key actors in ICANN – staff, management & others (such as RIR's), measuring performance/success, ALAC review : comments to be made to selected consultant, strategic interventions on 2-5 key

policy issues, tracking activity of RALOs (if any), outreach event with internet community in new Delhi"

"Policy workshop. Briefings from staff or experts on complicated issues. Meeting with NCUC. Meetings with other groups that address end-user concerns (IP Justice, Derek Smythe at aa419.org, Kristina Rosette at Covington & Burling. A real, intense session on how to work with/deal with ALSs and the issues of recruitment. A briefing from the Asia-Pacific RALO people on how they've managed to be so efficient and get a lot done.

"Just let the people know that if they agree to participate they should work with the facilitators and not question their methods"

17. Other thoughts you would like to share (comments, critical remarks and suggestions for improvement):

"Congratulations, great job!"

"Did we need to have a team building at each ICANN meeting or this "OneDay" meeting as other meaning?"

"ALAC is now clearly a North American support organization, we fail in diversity and to give a real voice to the rest of the World. That not just a question of person"

"Issue and task tracking collaborative tools should be used. In order for that to happen a training session first needs to be developed, followed by ongoing use"

"Maybe you should have a session in New Delhi with the small group of people (NOT ALL 20-odd ALAC MEMBERS) who are very frustrated with ALAC, maybe somewhat new to it, and are weighing whether or not it's worth it to continue. If someone wants to get in touch with me to discuss exactly who that small group is, e-mail me.

It should also be said that those people who took it upon themselves to organize the one-day workshop and the follow-up work should be sincerely congratulated. The ALAC owes them a great deal of gratitude. I sensed some immediate improvement in the "team spirit" of the ALAC. Unfortunately, much of that was undone by the proceedings of the rest of the week and by problems with the chairmanship/leadership".

VI.   Conclusions and steps forward

The results of the OneDay Workshop as well as of the ICANN LA meeting have provided ALAC members with several opportunities... OneDay workshop has been organized for the first time for ALAC. It was a test, an exercise, a chance that ALAC members should have

benefited from, which has produced many important and interesting outcomes. ALAC members were able to

- identify the main challenges,
- articulate these challenges/problems, issues,
- learn more about each other, which is an extremely important aspect in a group of people having the same mission and objectives;
- identify and discuss some solutions for the existent problems (which continued actually online after the meeting);
- learn more about who is who – so that it would allow some task division (which has continued online after the meeting);
- become aware of the areas/policy issues they would like to get involved in;
- provide comments and suggestions on the ICANN meeting and ALAC workshops.

There are certainly other many aspects which can be commented and discussed, but the most important aspects – steps forward are related to:

- the coming ICANN New Delhi meeting: it is crucial to have more participation in different workshops/constituencies meetings/etc.;
- have clear descriptions of the working groups and responsibilities among the working groups' members;
- do more outreach in the regions via different channels and mechanisms;
- have more active presence online via sharing materials and information related to the emerging ICANN issues in a 'language" that is less technical and accessible for anyone;
- promote more actively the work ALAC is doing both to the end users and to ICANN community;
- organize ALAC workshops in which the Secretariats, RALOs and ICANN staff participate as well;
  - o Specific to the planning of the OneDay Workshop for the New Delhi meeting;
    - ▪ We need to ensure that any resource material is provided before the meeting in translations to French and Spanish – at least.
    - ▪ We need to ensure that all participants are aware of the specifics of the Agenda and what they might be required to prepare or participate in well in advance of the meeting and this means end of January or early February.

  - o It would appear to be advantageous if we split this day into two distinct sessions:
    - ▪ Morning Session 1, where after a short interactive exercise which better helps us all understand the differences in the cultural mix we have in ALAC and the regions is carried out, and whereby the RALO secretariats can better feel integrated into a unified team; Each RALO and each ALAC Member have the opportunity to present a review on

their ICANN recent work, (in WG's Policy processes, Liaison roles; Appointment functions etc.,) Key points from each of these presentations will be recorded, and then a Q&A and discussion session can be held relating to these reports, and a list of key features, mechanisms used, shortfalls recognized etc., can be generated.

- Morning Session 2, where the review session from the earlier reports can be completed, and the identification of any challenges/problems, issues can be listed along with successful methods and mechanisms that various of the reports may have mentioned.

- Afternoon Session 2, Issue tracking and collaborative tool use workshop:- a practical introductory session on the Web and the Wiki pages use, which could then break up into small groups based on experience and expertise, for further in-service training suited to each level of user.

- Afternoon Session 3, Communications and Outreach Workshop, A mix of presentations, and small group activities (that are then consolidated) on the needs, tools and methodologies we have available or need to access, which can assist us in our aim of better public and At-Large participation in the ALAC and ICANN processes and policy development.

- Finish with a social function, which again could build on us recognizing and learning about each other whilst sharing food and relaxed conversation.

- other …

THANK YOU!!!

Annexes:

Gantt Chart – Preparing the meeting agenda with the ICANN Board

What should be done?	Resources	Responsible person/ people	Desired outcome/ result	Deadline
To review Board Agenda	Wendy/Vittorio & Annette	Annette	a reviewed agenda (comments)	Monday
To determine what ALAC's position on policy things (p.2) (a written document)	the list (workshop)	Beau/Izumi	written document	Monday
To brief Jacqueline	workshop discussions	Annette/Beau/Izumi/ Cheryl	a common vision on the Agenda	Monday
To translate the doc (to approve the translation internally)	English version staff	Robert	French & Spanish version	Tuesday (before the meeting)
ALAC meets before the Board Meeting				Monday (before cocktail) Needs to be scheduled (tentative)
To have a print-out of our schedule		Nick/Veronica		now…
Summit of ALSs Secretariats share the results of the discussion on S	Secretariat meeting on Sunday Allan	The Secretariat Robert & Sebastian, Carlos, Izumi	Chase Allan	Monday
Additional:				
To organize something Thursday night	Local ALS	Robert	Thursday night meeting for all	Thursday
To write good-by and welcome letters	Local ALS	Hawa		Thursday