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ANNUAL
GENERAL
MEETING



Second IANA Naming Function Review (IFR2)

23 October 2023



Agenda

1

Welcome &
introductions

2

Review process
overview & timeline

3

Roadmap for initial
meetings: Determine
desired briefings,
learning sessions

4

Agree meeting
rotation & cadence

5

Terms of
Reference (time
permitting)

6

Wrap up, confirm
next steps, AOB

Introductions

Introductions: Support Staff

- **Jennifer Bryce**
 - Project Manager
 - UK (UTC)
 - jennifer.bryce@icann.org
- **Jonathan Phillips**
 - Project Coordinator
 - California (UTC - 8)
 - jonathan.phillips@icann.org
- **Brenda Brewer**
 - Secretariat Lead
 - Iowa (UTC - 6)
 - brenda.brewer@icann.org
- **Technical Writer:** Independent contracted resource, from January 2024.
- **Subject Matter Experts (SMEs):** ICANN org SMEs are available to the Review Team and can provide input pertaining to issues in the scope of the review as requested (also see PTI and ICANN Liaisons on next slide).

Introductions: IFR2 Team

1	Ashley Heineman (Co-Chair)	RrSG	9	Peter Koch (Co-Chair)	ccNSO
2	Brett Carr	CSC Liaison	10	Rafik Dammak	NCSG
3	Carlton Samuels	ALAC	11	Rajiv Prasad	CSG
4	Edowaye Makanjuola	GAC	12	Rick Wilhelm	RySG
5	Jonathan Robinson	RySG	13	Sami Ali	ccNSO
6	Lars-Johan Liman	RSSAC	14	Alan Barrett	ICANN Board Liaison
7	Lyman Chapin	SSAC	15	Marilia Hirano , Director, IANA Strategic Programs	PTI Liaison
8	Olga Cavalli	ccNSO	16	Steve Conte , Sr. Director, IROS Operations	ICANN Liaison

Review Process Overview & Timeline

Review Process Overview



ICANN Board passes resolution to convene review



Selection process, leadership appointments, IFR2 team announced



Identify objectives and plan approach to work based on Bylaws scope



Collect & analyze data (document review, interviews, site visit etc.)



Formulate findings, recommendations based on research, observations & input. Check against scope



Consult with community & SMEs on initial findings, recommendations (including Public Comment)



Update findings and recommendations based on consultation

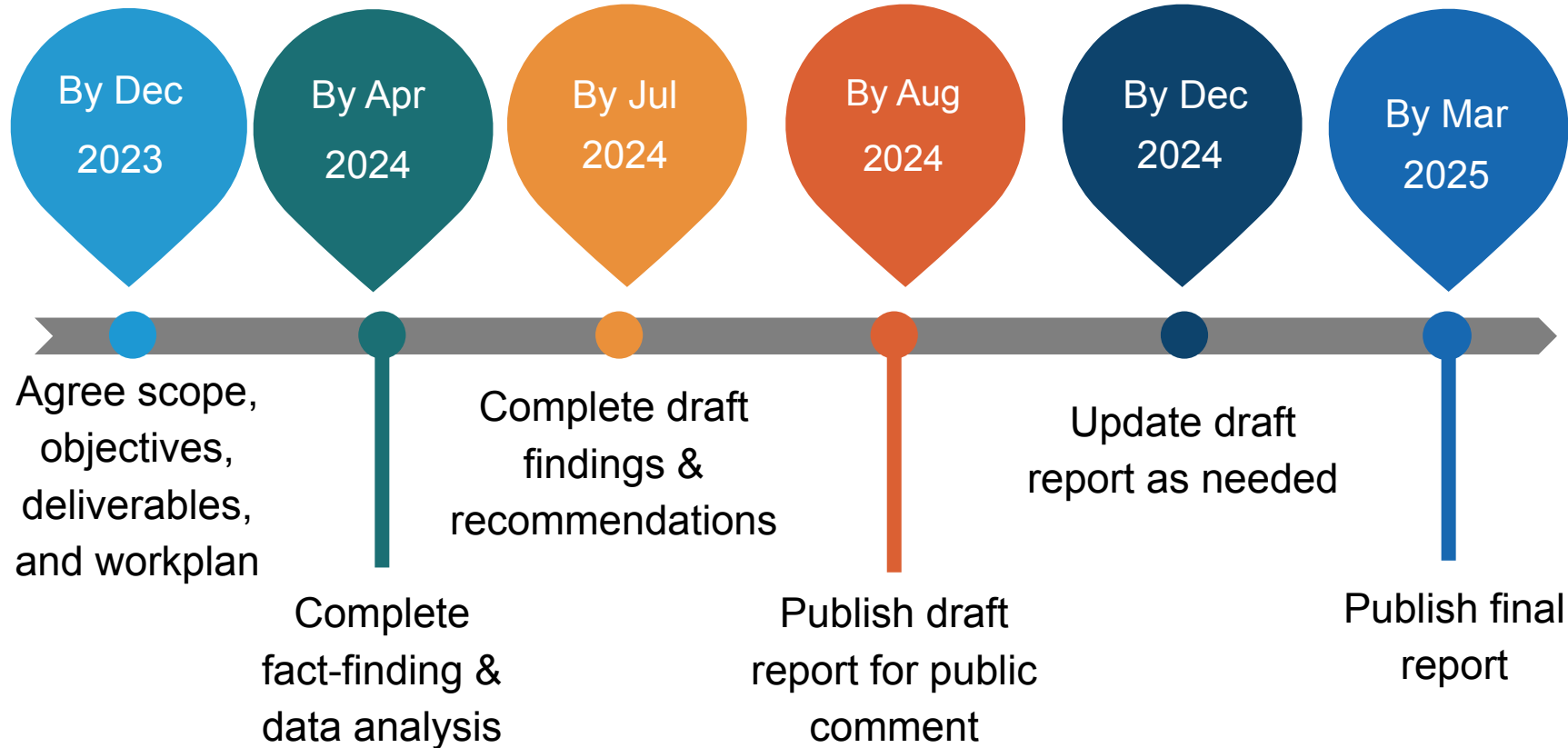


Publish final report for Board consideration

Ways of Working

- IFR2 meetings and working procedures are **open to the public** and conducted in a transparent manner to the fullest extent possible.
- Meeting records and review team working documents will be posted to this [wiki space](#).
- **Observers** are welcome to follow the publicly archived mailing list and observe team meetings. Observers should contact IFR2 support staff to subscribe.
- Review team to determine the approach to work. Some possible approaches:
 - Establish sub-teams to work as research teams and explore specific issues
 - Assign individual volunteers to review sections of the contract and draft findings.

Proposed Draft High Level Timeline & Milestones



* *Community engagement throughout*

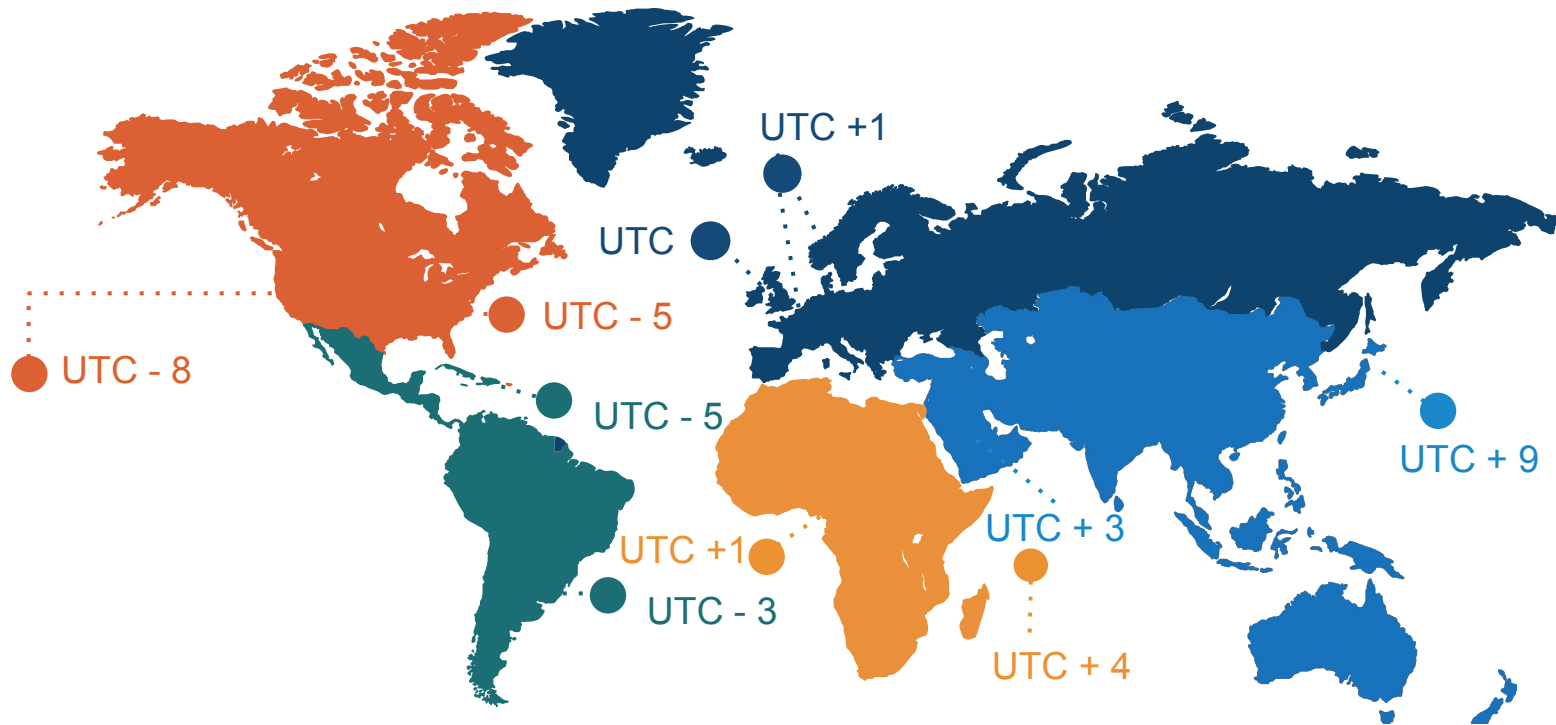
Proposed Roadmap for Initial Meetings

Proposed Roadmap for Next Meetings - Some Suggestions

- Develop and adopt of the Terms of Reference (includes scope, objectives, deliverables).
- Develop and agree a practical and actionable path for the work, with timelines and milestones (work plan).
- Identify learning sessions and briefings. Eg.:
 - Introduction to IANA services
 - Role of the Customer Standing Committee
 - Contract breakdown and walkthrough
 - Other ideas?

Agree Meeting Rotation & Cadence

Review Team Distribution



For Discussion: Proposed Rotation & Cadence

- Rotate calls across a number of time zones?
- How regularly and for how long would the RT like to meet?
- Next meeting - date and time?

UTC - 8	UTC - 5	UTC - 3	UTC	UTC + 4	UTC + 9
01:00	04:00	07:00	09:00	13:00	18:00
09:00	12:00	14:00	17:00	21:00	02:00
17:00	20:00	22:00	01:00	05:00	10:00

Begin Review of Terms of Reference

https://docs.google.com/document/d/1Ac_CN734cQ46mApGbYbFZPgrPebzppY3EYTR1Vq6VrQ/edit

Wrap Up, Confirm Next Steps, AOB

Resources

- Draft Terms of Reference (Google doc):
https://docs.google.com/document/d/1Ac_CN734cQ46mApGbYbFZPgrPebzppY3EYTR1Vq6VrQ/edit
- IFR2 wiki: <https://community.icann.org/x/coTKDQ>
- Background resources and quick links: <https://community.icann.org/x/VgAjE>
- Mailing list (publicly archived): ifr2-team@icann.org
- Google Drive for shared working documents:
<https://drive.google.com/drive/folders/0AHn2CP8nOQN5Uk9PVA>
- ICANN Bylaws Article 18:
<https://www.icann.org/resources/pages/governance/bylaws-en/#article18>