Accountability & Transparency Review Team 2 (ATRT 2)
Face-to-Face Meeting 01
14-15 March 2013 – Los Angeles

Day 1

1. Welcome *(08:30-08:40)*
2. Adoption of agenda *(08:40-08:45)*
3. Introduction & Opening Remarks *(08:45-09:30)*
4. ATRT 2 Leadership *(09:30:10:30)*
   a. Define roles and responsibilities of leaders and members
   b. Select leadership structure
   c. Adopt voting mechanism
   d. Call for candidates & statements
   e. Discuss candidates
   f. Election

10:30-10:45 Break

5. Analyze & discuss the mandate (Affirmation of Commitments) and charter *(10:45-12:30)*

12:30-13:30 Lunch

6. Discuss draft charter/terms of reference *(13:30-14:30)*
7. Discuss potential work plan & activities (indicator of performance) *(14:30-15:30)*

15:30-15:45 Break

8. Identify resource needs, if any *(15:45-16:30)*
9. Discuss & agree on work methodologies *(16:30-17:30)*

Day 2

1. ICANN CEO's welcome and discussion *(08:30-09:15)*
2. Review and discussion of past AoC reviews (ATRT1) *(09:15-10:30)*

10:30-10:45 Break

3. Review and discussion of past AoC reviews (SSR, WHOIS) *(10:45-12:30)*

12:30-13:30 Lunch

4. Conclude discussion on charter/terms of reference and create draft document *(13:30-14:15)*
5. Conclude discussion on work plan & activities and create draft documents *(14:15-15:30)*

Break (15:30-15:45)

6. Methodology Develop draft work plan & schedule *(15:30-16:15)*
7. (indicators of performance) *(16:15-17:00)*
8. Subsequent steps *(17:00-17:15)*
9. Conclusion *(17:15-17:30)*