CHERYL LANGDON-ORR: Okay, now, I just had a word with Staff because when I went to the Rules of Procedure Review Working Group page I noticed that listed under the meeting, in other words we use this as a portal, the first meeting on Wednesday 11th is showing and then the second meeting we held, which was the 24th of September, the Tuesday, was there, but the one coming up isn't. So that's not [00:39] problem but it's important to find out before we get into our next meeting.

The long and the short of all of that is that Ali, you and Gunela have been paired together as penholders. It's not a terribly complicated task you've been given to do but it is one that probably, without the precedent in the region – and I'm more than happy to give you two a little bit of time today to get you started off and hopefully headed in the right direction – there's no Agenda for today.

I will keep a holder on the page that Staff put together, and it's my fault for not having done that earlier but I've been a bit preoccupied with some other things this past week. But we'll just have an open and free-formed discussion. The first thing I thought I might start with is hopefully have you rest assured that becoming a penholder, particularly something like a Rules Review at an early stage, is not too onerous a task.

And the particular part of our work that you two have seen as being given is also early work but is not work that is going to have you too heavily time-committed once the early drafting is done. It is however

something that's probably going to be very handy to have at least started and be able to be on discussion – before the next meeting of the region, if not the next meeting of the region, which I believe has not been changed, as the ALAC meeting has, but will be running once the Bali IGF is on.

It's no problem if we hold it to the following meeting, my only hesitance with that would be that it does mean that it's November time before we get a discussion with the Regional Leadership on what we could consider a very simple Charter. Let me go back to that. But the question that is in front of the two of you is one that hasn't to my knowledge ever been done in any formal way for any Working Group within our region.

And that is not just form a Working Group but give it a specific, written job description, hopefully with a timeline associated with that, that the region itself at a RALO meeting, and certainly that the Regional Leads sign off on. So I'll just stop there for a second to make sure you're both with me on this task.

When we talk of chartering, APRALO has never formally chartered any Working Group or any activity beyond some discussion that was held during a Hong Kong meeting, where we said things like: "ooh, we should have a Finance and Budget Sub-Committee and we should have another couple of things." They all then became subsumed when all global ALAC ones were put together.

And right back at the very beginning, before the RALO was formed, when we did have an agreed Charter when we gathered in Bali to put

our Operational Procedures and memorandum with ICANN together. So beyond that very first Operational Charter, in other words get together and make the Rules, and then a loose conversation in Hong Kong, we've never had a record that says, "this Working Group is going to do this job."

So you can do it any way you darn well please [laughs] because you don't have a precedent. How does that make you feel, Gunela, better or worse?

GUNELA ASTBRINK: Yeah, sure, that's very helpful Cheryl. So the Charter in this context is really a framework for the particular Working Group on Rules of Procedure and its activities?

CHERYL LANGDON-ORR: I think that's an ideal way of putting it. At the moment we have a reference within a meeting that was an original meeting… I think that would have been the August meeting. And in that meeting there was not even a discussion – there was a decision that we need to review our Operating Procedures and that a Working Group would be formed. And that's the beginning of what we've got.

GUNELA ASTBRINK: So the idea of a Charter then is to formalize the process and make it very clear the steps to be taken. Is that right?

CHERYL LANGDON-ORR: Absolutely. If you want precedent – and there are plenty to give you; what I will do is collect a couple and put on today's meeting page for you to have a look at – there are Charters within the ICANN world and within the other support organizations and also within ALAC. Now, some of those charters, particularly those that you find in the world of gNSO, are very structured and actually come off a template. It may be that you want to pick and choose some aspects of those and create something that you and Ali are happy with.

The reason I was keen to have a formalized process at the beginning of the review of all our formalized processes, is because what we will be moving from, we suspect, and Gunela, this was discussed at a certain meeting that you were unable to make, is that what we have is a very general, very lean set of fairly non-prescriptive rules, which might have been fine for when we were small and most of us had worked with each other in other parts of the Internet eco-system world or even in some cases in business, there was a shared and mutual understanding.

As the region grows and as At-Large grows we're finding a need for harmonization between the regions in many places, but we're also finding that a clear framework for operating also needs to happen. And one of the likelihoods in a new set of rules is something like the need to have clarity in what work is allocated to who, how work gets allocated to who, and how any limitations or mandates are given. And that that last part comes from a Charter.

So in the world of ALAC you'll have very lean Charters which will be in the form of a resolution of purpose from the At-Large Advisory Committee, that is recorded on a Wiki page. In the ccNSO world you'll have far more detailed and specific but less pro-forma charter, and then in the gNSO world there are some great templates we can have a look at that basically says: "thou shalt do the following pieces of work with the following expectations and," usually, "the following timelines." Ali, are you clear on that?

ALI ALMESHAL: Yes, it is clear to me. But just to [11:07] why it is to have [11:11]. Actually, for two main reasons, to promote the time. Second, we haven't done this before. That's why I said this should be done by someone who can done it and I'd be more than happy to share and assist to prepare the learning curve for [11:30]. So at this point I would really be clear that I will work with someone who is doing it and I will assist as much as I can. [11:43]

CHERYL LANGDON-ORR: Of course Ali, and that's fully understood. Whilst Gunela hasn't had the specific chartering experience within At-Large or to any great extent ICANN, she certainly knows her way around drafting [laughs] and she's certainly worked on a number of national and international work groups. So I think once she's freed from any prior expectations she'll be the perfect girl for the job. But I'll leave you to speak to that in a moment Gunela.

GUNELA ASTBRINK: Thank you Cheryl. Yes, because I missed the first meeting – I was planned doing an [active watch? 12:27] in the Pacific context of APRALO and ICANN. So I think having those templates will help to make it clear on whom needs to do what within APRALO for a Charter. But I suppose what I need to be clear on then, if we're looking at two tasks: one is to do the Charter and the other one is the scope of work for the actual Working Group.

So one thing is that the scope to do the work in reviewing the Rules of Procedure, but the Charter is something that's ongoing on what they've done and what work gets allocated. Is that correct?

CHERYL LANGDON-ORR: Gunela, if I can respond to that? It certainly can be that way and I'd be more than happy for it to be that way. If you and Ali are comfortable with that then the Working Group will go: "no, no, no, we think that needs to be this way," or, "yes, yes, yes, that's fantastic." Because what you get to do as penholders is put up a straw man as well. Whilst I'm quite comfortable with what you've just outlined, it may be that the Working Group would want clear termination points.

These would be not only on the scope of work, which can be to make an effective modernization review of the existing operational procedures of the APRALO region and a little bit of history, the first set was done in 2007 and there were modifications done in 2009 and now in 2013 we

are going to be looking towards a harmonization where appropriate with the new At-Large Advisory Committee Rules of Procedure and to ensure that some of our regional specific needs are met, whilst not creating undue complexities and [pressures? 15:04].

That came off the top of my head. [laughter] This is recorded to listen to later, but that's the sort of stuff that you can pen up on this. And there can be an, "as at the APRALO meeting on the 20-something of August," blah-blah-blah, and a few links to a couple of Wiki pages. It can be like that. You mentioned about the Charter not having an end point, and one of the advantages of chartering for a Working Group as opposed to chartering under something like articles or memorandums of understanding is that you can have end points.

So it may be that you choose in your Charter to say: "and at the point where the ALS representatives in APRALO vote upon and adopt the new Regional Rules of Procedure, this Working Group will end." You can very much have it that way if you want to. And my personal bias, I will hasten to add, is exactly that. Because otherwise you get mission creeds and all sorts of terrifying things happening.

Now, that doesn't mean that a Working Group that has then identified more work to do can't have its Charter modified, and that happens a lot, but you can equally have it turned into a Standing Committee. I'm just not particularly sure that at the regional level that that's needed. But that's up to the At-Large structures to decide on as well because what we'll be asking for is for, if not in October then in the November regional meeting, a formal resolution for the Charter to be adopted.

That also then means that we're starting off with a degree of expectation and formality that everyone understands. We have an advantage in as much as on the times and on timing the first Working Group meeting – and Ali will remember this but Gunela you may not have had time yet to go over the transcripts from that meeting – we did plan in terms of key milestones to have our regional reviewed Rules on the table for final discussions, if not discussion and adoption at the Singapore meeting in March.

The aim for that is that…

GUNELA ASTBRINK: That's fine. I think I actually… I did that very, very basic draft just to start the ball rolling and just to see where we were going with this, and I did include those timelines. So that's fine. So really we don't need two documents? We don't need a scope and a Charter? We'll concentrate on the Charter, is that correct?

CHERYL LANGDON-ORR: Yes, in fact you may… As you'll see when I cobble together some of the links to templates… Although I might find that Julia and Nathalie, who operate across the gNSO and the ALAC can grab a couple of templates from recent gNSO chartering even faster than I can and put it into the page. But I'll certainly grab some ccNSO ones and a couple of gNSO ones as well. In many of those existing ICANN examples the scope of work is part of the Charter.

GUNELA ASTBRINK: Okay. Okay, good.

CHERYL LANGDON-ORR: APRALO has never done it. You really can make it what you wish, but should you wish you have it as a one-package deal that's certainly a precedent in the ICANN world. But as you well know, that's not necessarily what happens in other organizations. I think what I'd like to also do is draw your attention to our name review portal page, which I'll pop into the chat. No, I can't do it.

Julia or Silvia, if you could paste the link in? It keeps dropping me out.

SILVIA VIVANCO: Could you send us the link?

CHERYL LANGDON-ORR: How am I going to send you the link, Silvia?

SILVIA VIVANCO: Through Skype?

CHERYL LANGDON-ORR: Well, I'm not going to turn on my laptop… If I just try it on my laptop… Julia, it's the APRALO Rules of Procedure main page that you just edited

or that you and Silvia edited. It's the one that is /display/APRALO/Rules of Procedure… Thank you. The reason I wanted to draw yours and Ali's attention to that was actually the comment from Maureen, and that page by the way is the main portal with the meeting pages etc. on it. We now have a link, thank you very much Staff, to our next meeting coming up later this week.

All you need to say in terms of reporting by the way is we've put pen to paper and we'll get back to you on the list. The comment from Maureen, where she's actually reporting from her work with the Secretariats' meeting that was held in September – and I should note that there's another Secretariats' meeting that's not only her work with ALAC Metrics Group but also an Agenda Item for APRALO's review of its Operational Procedures on their Agenda.

And I think that's only informational; just letting the rest of the regions know what AP is now doing. But what she mentioned in this is it's fairly important – and that goes to where ALAC would like us to be heading, which is with a set of regionally-reviewed Operational Procedures in this coming 2014/15 period that have all done exactly what we're doing now, which is review our own OPs, and hopefully come up with a set of regional Rules that have a great deal more harmony to them.

And that was certainly discussed in the first meeting as well. So Maureen is already on the job of dealing with the Secretariats. She's obviously going to work in our regional outreach, but she's also working with outreaching to the other regions. She's noted some pretty

important stuff that you two need to be aware of, and we will need to deal with this not so much in the Charter but certainly in our work.

And that is that it's the Utopian aim perhaps to have a result in March from our region that can itself be held up as a template to other regions so that they can hopefully adopt a great deal of what we've done in form and structure, and then in addition pop in the specific things they need that's unique to their environment and work in their regions. So I guess our whole Working Group has got a slightly more important task than any of the others.

At this point I want to make sure that whilst I don't want to sacrifice our timeline at all, that everyone – and this is mainly for your benefit, Gunela, because Ali was in this first meeting, everyone keeps a part of their mind also focused on: "and we're trying to build something which can hopefully go cross-regional." But if that doesn't happen it shouldn't hold up our own work.

Do you need to have any sort of resources of anything that is going to make your job in the next short time easier? Firstly, I need to apologize, Gunela; I did not respond to your recent email. I think we'll just put that in the "S-H-1-T" happens pile and as you know that's not my normal style, so I'm sure…

GUNELA ASTBRINK: That's fine.

CHERYL LANGDON-ORR: But by the time I got to actually having the space in my to-do list to do what I said I was going to do and respond to you, it was yesterday and I figured it was silly of me to do it yesterday because we were talking today. [laughs] Is there any resourcing that you two need? Is there anything we need to get Staff to dig out?

For example, would it be useful for you to have the page that held the original Operational Procedures, the earliest versions? That's something that Matt might be able to find it not Silvia or Julia. You tell us now and we'll try and make your job easier.

GUNELA ASTBRINK: It possibly could be but I think that the current one is really the important one to adhere to, and the more resources we have the better, just to see how the first one has changed into the second one and the current one, and then how we work going forward. But I think the main thing is how to have those templates from ALAC and the gNSO and so forth, just to give us a flavor of the type of Charters that have been done previously.

Because when I hear the word "Charter" I think of something totally different, and that's a document that is a framework for [28:24] that an organization would abide by and sign up to over a period of time. So it's quite a different way of looking at a Charter. So now you've put me on the right track of what a Charter is in terms of ICANN and the work we're going to be doing here, that makes it a whole lot clearer for me.

So yeah, I think that as long as we have a Charter from the other Committees, that would make a huge difference.

CHERYL LANGDON-ORR: Okay, I've just made a note, Gunela, because I certainly hear where you're coming from in terms of a Charter for an organization or activity as opposed to what is an in-miniature and termed "limited mandate", which is really what ICANN uses the word "Charter" for, in terms of Working Groups. What you've described of course is the material, the creation document, is our memorandum with some 13 – it may have been one or two more – of founding At-Large structures where APRALO itself was created.

We have in fact finally got links to our founding documents within the regional portal. There is at least a scanned copy of the signatured memorandum with ICANN and that is certainly a piece of reference work that can be useful to the Working Group if not to your Sub-Team. And I'll tell you why: because it's in that legally-binding document that created our regional structure that it refers to the power of the regional structure, the regional At-Large organization to operate under its own procedures.

And of course that then gives us the mandate to do what we have done, which is run under the original set of Rules, modify them in 2009 and now put them under a main review. So I'll also make sure that on the resources for your Sub-Team, but also on the resources and references to the whole Working Group, we've got a clear link and a copy of that

documentation, because that's closer to what you think of as a Charter but what ICANN terms a memorandum of understanding.

GUNELA ASTBRINK: Okay, that's great.

CHERYL LANGDON-ORR: Now, just on that… Silvia, I've mourned the fact for many years, even before we moved from a Wiki run by social text to the current Confluence Wiki, that we have somehow managed to lose the original pages that did exist as record of our early regional history. Amongst those pages – which must exist, we just don't have any working links to them from current material so we're really run a risk of losing corporate knowledge here – and I know you're aware of that in our region and in others.

Amongst that would be the record that was taken from the Bali meeting, where not only this memorandum drafting was done and then went off to ICANN Legal for them to do their part, but certainly our original Rules that were put together, there is perhaps some hope. If we ask Heidi to see whether [Nick Ashton Heart? 31:15], who was doing Heidi's job at that time, and it was almost a very usurped, formal piece of work Nick did with the region and very early on in his career with ICANN and ALAC. He just may have a copy of some of this stuff.

So whilst it isn't germane to the work that Ali and Gunela are doing, it is germane to tidying up the history of our region. And probably, while

we're talking about Rules and [33:48], it might be a good time to see if Heidi could reach out to him. The other place that it may exist is in… There's a plethora of what are referred to in Confluence Wiki world as "old pages" and they seem to be called triple-A in their names. You will be able to find what are called "old social text" pages that go back to some of the early history for APRALO.

Unfortunately though, Staff who were employed long before the current Team – and I mean anyone in the current Team, so there's nothing disparaging in what I'm going to say – overwrote material rather than create new pages, which wasn't a problem when we were still using that Wiki because it had a history feature so you could look back and see the earlier versions. So when the Staff modified things, meeting notes, etc., and overwrote a template, the original one wasn't lost, it was in the history.

I fear that when we moved from social text to Confluence that all that was ever captured was the most recent page, not the rollback. So it might be something to put on our next to-do list; to pick the brains of those of us that were around in those days and… Raj [35:36] is another person, along with a few of us that I can list for you later, that probably need their brains, hard drives and email archives looked over in the not too distant future, before we lose all of this permanently.

Ali, if you're comfortable now just working directly with Gunela, I'm particularly keen to step back and let you guys tinker with what you want to do at this stage, remembering of course that I am absolutely at your beck and call and will be far more responsive than I have been in

the last week. But I really want this work to be owned by the At-Large structures, not just by the regional leadership or indeed old fogeys like me.

So it's really important that we try and make sure that when it goes to our now much-expanded At-Large structure network within the region that they have a great sense of ownership of it. That's why I don't want to be [36:53] in the background and answering questions and assisting you in any way. I want to wrap up now because we said we'd try and keep it to 40 minutes.

GUNELA ASTBRINK: Can I just add a couple of…

CHERYL LANGDON-ORR: Would you want me to put those links on what would be the page listed for the Agenda? Can I ask Julia or Silvia to be so kind as to put that… I'll try it. It ends up with /x/9gbgfbabg. There was a page put together for this call. Would you both be happy for me to make that the repository for all of these templates and things that we spoke of?

GUNELA ASTBRINK: Yes, that's fine Cheryl. I think what would be good would be if Ali and I have a look at some of those and then we can send something back and forth to each other until we know exactly what's appropriate and then put it up on the Wiki.

CHERYL LANGDON-ORR: Terrific. Staff and I will just dump what we think you need in there on that page, under a horizontal line that I'll put in in a moment called "references", and if you don't mind, Gunela, I'm going to ask… You're in the Adobe Connect room and if I can get the Staff to pop the link into the page I'm talking about… If you could pass that onto Ali via email, because he won't have access to this link… The only other question Gunela is, you don't want any sort of formal emailing, you just want to email each other and then when you're ready pop things into the mailing list? Is that correct?

GUNELA ASTBRINK: Yes, that's correct. I think that should work. And just on a timeline of getting this started and getting feedback from At-Large, we want to get this moving pretty quickly now, don't we?

CHERYL LANGDON-ORR: Yes, at least the beginnings of it. Yes.

SILVIA VIVANCO: If I may add? I've just put the link to the Rules of Procedure main Wiki page, and that page is the main page and we can create – or Gunela, if you would like – different child pages of this page for any specific documents you would like to upload. Just let us know if you would like us to upload or create linked pages, Wikis, sub-Wikis from this one. Okay?

CHERYL LANGDON-ORR: Thank you for that Silvia. Right now I'll note that either yourself, Nathalie or Julia have already created a page for our Sub-Team for today, and that needs to be linked off that page as well, remembering that we are not the only Sub-

Team. KT is running a Sub-Team and Maureen's running a Sub-Team. That main portal page you've just linked to should probably have a direct link to each of the workspaces for each of the Sub-Teams as well. It's all very good creating them and having them off the individual Working Group meeting pages, but it's far easier if everyone just uses one entrée point.

So if you could do that, that would be greatly appreciated. The link to the meeting page for today's little Sub-Team call, I will undertake to start doing some editing, if you can make sure that Gunela and Ali get a direct link to that a well. All right. Thank you very much Staff for pulling this together at fairly short order, and thank you in particular to Gunela for getting up very early – as you can hear by my bird chorus here in Australia. All the birds are awake and that's another good reason for me to stop this call now.

And thank you to Ali for being up quite late in his part of the world, slightly west of us, therefore in a much more unfriendly time zone. But the other thing is, this call is recorded. You will be able to listen to what we've said today and I believe it will be transcribed as well so that will help you with reference. Other than that I'll do my AIs, Staff will do theirs and we look forward to you at least saying, "Yes, we've got it started" when we meet on the 10th, later this week. Thanks one and all.

[END OF TRANSCRIPT]