

Strawman charter Version 3

Issue 1. Objective and scope

To avoid confusion the Objective/Purpose language from the previous version has been taken out. It will need to be included once the ccWG has agreed upon it.

Issue 2. Who establishes ccWG?

Assume it will be participating SO/AC'S

Proposed language

Each of the participating Supporting Organisations and Advisory Committees has adopted this charter according to its own rules and procedures, which is recorded in Annex A of this charter.

Issue 3. Link with Participating SO and AC

Will the WG be enabled to present its own opinions, that could be endorsed by individual SO's and AC's collectively or individually and others or does the ccWG communicate and work through the participating SO's and AC's?

Alternative 1

The goal of the WG is to coordinate, facilitate, and increase the participation of the ICANN community members in Internet Governance discussion fora and processes.

The WG may as part of its activities and on its own behalf take a position and provide input to the public fora through Position Papers or Statements and relate to ICANN, Supporting Organisations and Advisory Committees. The participating SO's and AC's collectively or individually, and others will be invited to endorse or support the position or statements of the WG.

The WG shall not act as a representative of the participating SO's and AC's collectively or individually, or others, unless they have been explicitly asked to do so.

Alternative 2.

The goal of the WG is to coordinate, facilitate, and increase the participation of the ICANN community members in Internet Governance discussion fora and processes.

The WG may as part of its activities prepare Position Papers or Statements, which will be made public on the WG's webpage and submitted to the Chairs of the Participating SO's and AC's. Only after all participating SO's and AC's support or endorse the Position paper or Statement, in accordance with their own rules and procedures and the chair(s) of the WG has/have been notified, the WG may use

the proposed Position paper or Statement in Internet Governance Discussion Fora and Processes.

In the event that one or more of the participating SO's or AC's do(es) not support or endorse a position paper or Statement, the chair(s) of the WG shall be notified accordingly. This notification shall include at a minimum the reasons for the lack of support or endorsement. The WG may, at its discretion, either:

- Reconsider, and submit a Supplemental Position Paper or Statement to all participating SO's and AC's to seek their support or endorsement, or
- Publish the Position Paper or Statement, noting the part(s) of the Position Paper or Statement, which are fully supported, and which SO or AC dissents from the WG view, or
- Refrain from submitting the (Supplemental) Position Paper or Statement, and making it public.

Issue 4. Closure

The participating SO's and AC's review charter by the end of the Calendar year (starting 2014) to determine whether to continue or close the WG. To continue at least two of the participating SO's or AC's have to extend the charter of the WG and notify the other participating SO's and AC's accordingly before 20 October 2014.

Strawman

1 Introduction and Background

Background: to be included

Each of the participating SOs and ACs has adopted this charter according to its own rules and procedures, which is recorded in Annex A of this charter.

2 Objective and Scope

Objective

Scope

3. Deliverables and Timeframes

Work Plan

As a first step the WG should establish and adopt an initial work plan and an associated schedule. The work plan and schedule should include the relevant schedule of activities of the WG related to the relevant Internet Governance events, and schedule and methods for informing the participating SO's, AC's and broader community on progress made. The initial work plan and schedule should be published on the web page of the WG. The Co-Chairs will be responsible for maintaining and updating the work plan and schedule and for informing the Chairs of the participating SO's and AC's of changes made to the work plan and schedule.

Progress Paper

The Co-Chairs of the WG shall regularly update the participating SO's and AC's on the progress made. At appropriate times, as identified in the work plan, the WG shall produce a Progress Paper on progress made to inform the broader community on the progress.

Position Papers and Statements

(see above Alternative 1 and 2)

4. Process for the development of a Position Paper or Statement

WG Interim Paper or draft Statement

The WG, at its own discretion, may publish for public consultation an Interim Paper, which will contain a review and analysis of the topics it considers relevant. If appropriate an Interim Paper shall be published for public consultation at the time designated in the WG work plan

Review of Interim Paper

After closure of the public consultation on the Interim Paper, the WG shall review and analyse the comments received and may, at its reasonable discretion, provide appropriate responses. The WG shall, at its reasonable discretion, not be obligated to address all comments made during the comment period, nor shall the WG be obligated at its reasonable discretion to include all comments submitted by any one individual or organisation.

WG Position Paper or Statement

In considering a WG Position Paper or Statement the WG shall seek to act by consensus. The consensus view of the members of the WG shall be conveyed to the participating SO's and AC's. If a minority disagrees with a consensus position, that minority position shall be included in the Paper or Statement. The Paper shall be published within seven days after adoption of the Paper by the WG and conveyed to the chairs of the participating SO's and AC's.

SO and AC support for the Position Paper or Statement

This and following paragraphs depend on the nature of the WG (can it act on its own behalf or only through the participating SO's and AC's?)

5 Members, Staffing, and Organization

A. Membership

Membership in the WG is open to members of the participating ICANN SOs and ACs. Each of the participating SOs and ACs shall appoint members to the WG in accordance with their own rules and procedures, which includes a providing a Statement of Interest if required. There shall be a minimum of one representative from each participating SO and AC.

Non-participating ICANN AC's are invited to appoint one or more liaisons or observers according to their own rules and procedures, and who will participate on equal footing as the members.

The participating SO's and AC's shall each appoint a (Co-)Chair for the WG. The (Co-)Chairs shall have primary leadership responsibilities for the WG. The Co-Chairs are encouraged to collaborate with one another and with ICANN support staff in leading the WG.

All WG participants are expected to be able to:

- Demonstrate knowledge or expertise of aspects of the objectives of the WG; and
- Commit to actively participate in the activities of the working group on an ongoing basis.

The Chairs of the Working Group, in consultation with the members of the WG may also appoint experts to the Working Group. Experts are not considered members, but otherwise are entitled to participate on equal footing.

Participants, liaisons and observers will be listed on the working group's webpage.

B Support staff and Tools

ICANN is expected to provide adequate staff support to the WG.

In addition, the following communication tools have been established to aid the work of the WG:

- o WG Wiki Workspace at (URL TBD)
- o WG Email List Subscriptions (TBD); and
- o WG SOI Repository, if appropriate, at (URL TBD)

C Working Group Methodology

Making Decisions

In considering its work plan, Papers and Final Report the WG shall seek to act by consensus. If a minority opposes a consensus position, that minority position shall be incorporated in the related paper. The Co-Chairs shall be responsible for designating each position as having one of the following designations:

- Full consensus – a position where no minority disagrees;
 - Consensus - a position where most agree and a small minority disagrees.
 - No Consensus but strong support for a specific position / recommendation but significant opposition;
- and
- Divergence – no strong support for a specific position / recommendation

In the case of Consensus, No Consensus or Divergence, the WG Co-Chairs should encourage the submission of (minority) viewpoint(s).

Based upon the WG's needs and/or the Co-Chairs' direction, WG participants may request that their names are not associated explicitly with any view/position.

Consensus calls should always make best efforts to involve the entire WG. It is the role of the Co-Chairs to designate which level of consensus is reached and announce this designation to the WG.

6. Omission in or Unreasonable Impact of Charter

In the event this charter does not provide guidance and/or the impact of the charter is unreasonable for conducting the business of the WG, the Co-Chairs of the WG shall decide within reason.

In the event it is decided that the charter needs to be modified to address the omission or unreasonable impact, the Chairs may propose to modify the charter to the participating SO's and AC's. A modification shall only be effective after adoption of the adjusted charter by the participating SOs and ACs in accordance with their own rules and procedures.

7. Closure and Working Group

Each year, starting by 20 December 2014, the charter and deliverables of the WG shall be reviewed by the participating SO's and AC's to determine whether the WG should continue or, close and be dissolved. The WG will continue if at least two of the participating SO's or AC's extend the charter of the WG and notify the other participating SO's and AC's accordingly before the annual extension date. The notifications will be included in Annex A.

8. Charter Document History

This section records key changes to the WG Charter that take place after the adoption of the Charter.

Annex A Record of Adoption and Extension of the charter

Annex B Schedule

Milestone Event	Start Date	End Date	Deliverables
Draft WG Charter	TBD	TBD	Charter
Invite and Establish Working Group Co-Chairs and Members	TBD	TBD	Working Group Members & Co-Chairs
Adopt a Work Plan and Time Schedule	TBD	TBD	Work Plan and Time Schedule
Progress Papers	TBD	TBD	Progress Paper
Interim Paper	TBD	TBD	
Final Paper	TBD	TBD	Final Paper