

- Added by [Denise Michel](#), last edited by [Denise Michel](#) on Feb 16, 2011 ([view change](#))

# ATRT Implementation Project, Recommendation 21

*The purpose of this page is to 1) collect staff advice for the Board on ATRT recommendations, 2) define the preliminary plan for implementing each ATRT recommendation (project), 3) propose a timeline for completion of the project, 4) provide a cost estimate (budget), and estimates of staff and resources needed to complete the project (including identifying staff team members, if needed), and 5) identify key entities to be consulted about and/or involved in the implementation (including stakeholder communities).*

## **Project Information:**

21. The Board should request ICANN staff to work on a process for developing an annual work plan that forecasts matters that will require public input so as to facilitate timely and effective public input.

**ATRT proposed project deadline:** NOT LISTED

**Project's Lead Department:** Stakeholders/Policy

**Project Manager:** Filiz Yilmaz

**Project Team Members:** Stakeholders/Policy, Communications, Legal, Project Office

## **Project Manager/Team Advice:**

Staff recommends that the Board adopt this recommendation.

The implementation will require communication and coordination among staff and the community. Staff compiling the list of activities should be careful to identify that any annual plan is a projection only. In addition, staff may identify that there are sub-parts to anticipated work that may require additional consultation – for example, if a proposed work item arising out of an SO/AC is likely to require a Bylaws change, the public input on that resulting Bylaws change should be identified as well as the public input on the substantive discussion within the SO/AC. This exercise will likely result in a better understanding of the internal timing and processes among all parts of the ICANN structure.

## **Preliminary Plan for Implementation:**

Task 1: Sr Dir Participation and Engagement coordinates with staff to collect possible public comment forum topics that are likely to be raised by the SOs, ACs, Board and staff in the coming year. This process starts in December.

Task 2: Before the end of February of the following calendar year, the list of possible topics likely to be under consideration is published on the ICANN Public Comment web page under the placeholder of “Upcoming Public Comments” (see Implementation for ATRT Recommendation 15 on changes to the Public Comment web page).

**Proposed Timeline:**

A first attempt at coordinating an annual list can be implemented by June 2011. A more fulsome roll-out could be implemented for the 2012 calendar year.

**Proposed Resources:**

No significant resources are required.

**Key Consultations:**

ICANN Staff/Executive Team, Board and Board Committees, SOs and ACs