# ATRT Implementation Project, Recommendation 16, 17

## Project Information:

16. Public notice and comment processes should provide for both a distinct "Comment" cycle and a "Reply Comment" cycle that allows community respondents to address and rebut arguments raised in opposing parties' comments.

17. As part of implementing recommendations 15 and 16, timelines for public notice and comment should be reviewed and adjusted to provide adequate opportunity for meaningful and timely comment. Comment and Reply Comment periods should be of a fixed duration.

**ATRT proposed project deadline:** Prior to June 2011

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

**Project Manager:** Filiz Yilmaz

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

## Project Manager/Team Advice:

Staff recommends that the Board adopt this recommendation with a modification of the deadline.

Recommendations 16 and 17 are understood to have two aspects: structural improvements for the commenting cycles (see Staged description below); and technical improvements to the Public Comment interface.

## Structural improvements:

Staff proposes a two-staged Public Comment Process that will be deployed:

Stage 1: Comment:

This period will be a minimum of 30 days. It can be set for a longer term or extended based on clear and explicit announcement of the requesting entity. The 30-day comment period will start when the Public Comment material is published on the ICANN Public Comment web page. During and prior to this 30-day Comment period, all interested stakeholders of the ICANN Community will be encouraged to provide their inputs.

Stage 2: Reply Comment:

This period will be a minimum of 15 days, starting immediately after the close of the 30-day comment period. This period will allow interested parties an opportunity to review all comments submitted during the 30-day Comment period and add additional points or materials.

All the comments received within the entire minimum 45 days (Comment Period + Reply Comment Period) will be taken into account in the summary and analysis process.

The end date of the entire Comment and Reply Comment periods cannot be later than a week before the regularly-scheduled Board meeting where action on the item for Public Comment is anticipated. This will allow the completion of summary and analysis prior to the Board being asked to make a decision.

With regards to Recommendation 17 and "fixed duration" for the stages of Public Comments, staff suggests that only a fixed "minimum" time be required. Since ICANN's stakeholders have different needs and some issues may require more time than others, Staff believes flexibility on timelines is warranted. Establishing a minimum timeline and issuing clear announcements will help achieve the goal of collecting meaningful and timely comments.

**Technical Improvements:**

The current forum system for ICANN Public Comments does not provide an easy and user-friendly mechanism to reply to a particular comment that has been made by another participant. This system needs to be improved. The primary problem is that the current Public Comment Forum runs on very old forum software. ICANN's web development team has been planning to transition the Forum to Confluence wiki software with modifications, but the task is not trivial.

It is envisioned that the improved public comment forum interface will allow instant interaction and discussion between commenters if the participants would like to post their opinions in this manner. Staff has already considered this topic as well as exploring other technical improvements,  which can be easily integrated into the new ICANN.ORD redesign project.


## Preliminary Plan for Implementation:

Task1: Staff develops the two-staged Public Comment period as described briefly above and posts it for public comment.

Task 2: Based on inputs received, implement a new Public Comment structure, making all necessary web page changes, and announcements.

Task 3: Integrate the technical improvements that are mentioned under the title of "Technical Improvements" above to Public Comment forum interface.


## Proposed Timeline:

End of August 2011 - Task 1: Estimated to be completed.(within Phase 1 of Implementation for Recommendation 15)

End of December 2011 - Task 2: Estimated to be completed (within Phase 2 of Implementation for Recommendation 15).

Task 3: TBA

## Proposed Resources:

Staffing: 6 current FTEs will need to devote at least 20% to 40% of their time to this implementation plan within the proposed timeline above.

The proposed implementation may require changes to ICANN's By-laws as well as some specific changes to the PDPs or operational procedures of some ICANN supporting organizations or advisory committees. ICANN Legal and Policy teams as well as the SOs/ACs may need to devote extra resources to this area.

ICANN's Translation policy may also affect the proposed resources required as well as the timelines described above.

## Key Consultations:

Board, Public Participation Committee, SOs and ACs, ICANN Community via Public Comment