Framework Drafting Team Charter
Draft Proposal for Discussion

Framework for Registry Operators to Respond to Security Threats
Version 1.0 | 28 July 2015

1. Background on formation of the Framework Drafting Team

While developing the terms of the Registry Agreements in the new gTLD Program, the New gTLD Program Committee of the ICANN Board (NGPC) resolved to include the so called "security checks" into Specification 11 section 3b.

While doing so, the NGPC recognized that these terms were general guidelines which omitted specific details because there are multiple ways for Registry Operators to implement such security checks. In order to allow for careful and fulsome consideration of these implementation details, the NGPC Proposal for Implementation of GAC Safeguards Applicable to All New gTLDs called for ICANN to solicit community participation to develop a framework for "*Registry Operators to respond to identified security risks that pose an actual risk of harm (...)*".

After conducting a preliminary consultation with a group of registries and GAC representatives, ICANN has formed a Framework Drafting Team composed of volunteers from affected parties to draft a Framework for Registry Operators to Respond to Security Threats.

Registries, Registrars and GAC representatives (including form the Public Safety Working Group) have been invited to join the drafting effort.

Documentation of the preliminary consultation will be provided on the Drafting Team's workspace at: https://community.icann.org/display/S1SF/Prior+Consultation

The list of volunteers who joined the Drafting Team (as well as attendance records if appropriate) will be posted on the workspace as well: https://community.icann.org/display/S1SF/Drafting+Team

2. Objectives of Framework and Proposed Drafting Principles

The ultimate objective of the Framework for Registry Operators to Respond to Security Threats is to reduce the impact on Internet users of new gTLD domain-related security threats though timely industry self-regulation.

In line with the NGPC Proposal, the Framework should provide the necessary details for "*Registry Operators to respond to identified security risks that pose an actual risk of harm, notification procedures, and appropriate consequences, including a process for suspending domain names until the matter is resolved, while respecting privacy and confidentiality*".

The Framework is intended to become a set of non-binding standards to serve as a reference for self-regulation by New gTLD Registries and Registrars as well any other interested contracted party. The community may consider the Framework as a building block for future policy work.

The objective of the Framework Drafting Team is to produce the substance of a Framework, grounded in:

- Industry experience,
- Accepted best practices (if any), and
- Consultation with the memberships of relevant communities.

The Framework is expected to be composed of principles, definitions, methods, procedures, and more generally elements that can be mutually acceptable to all parties.

Deliberations of the Framework Drafting Team are expected to be public to the extent that recordings, transcripts and documents will be made available on a community workspace.

A Draft Framework will be submitted to the community for Public Comments. Input from the community will be considered by the Drafting Team to produce a finalized Framework for publication and implementation by interested parties.

Once finalized, the initial Framework will become an evolutionary document, to be reviewed and revised regularly as circumstances require.

3. **Deliverables & Timeline**

The targeted schedule of deliverables for the Framework Drafting Team is as follows:

- 4 Sept. 2015 Initial Draft Framework for consultation with relevant communities

- 2 Oct. 2015   Revised Draft Framework for discussion during ICANN 54 (to be held Oct. 18-22 in Dublin).

- 6 Nov. 2015   Final Draft Framework released for Public Comment.

- 29 Jan. 2016 Release of Framework revised with input received during public comment period.

4. Working Methods

4.1. Framework Drafting Team Leadership

The Framework Drafting Team will be requested to elect a co-chair representing each segment of the community involved in the Drafting Team (GAC, Registries, Registrars).

The co-chairs will be requested to elect a chair to run the Drafting effort in a neutral and unbiased fashion including determining the agenda, adjudicating disputes and ensuring progress.

4.2. Role of ICANN Staff

ICANN Staff generally stands available to assist the Drafting Team upon request, as appropriate.

ICANN will dedicate one staff to supporting the Drafting Team chair and co-chairs in managing meetings, agendas, communications and other needs as appropriate.

Unless the Drafting Team decides otherwise, ICANN will provide technical writing capabilities to assist in the drafting of the relevant Framework document.

4.3. Decision Making

The Drafting Team is expected to build the Framework collaboratively and in the spirit of mutual agreement.

When deciding on inclusion of proposals into the Framework, and after such proposals have been discussed long enough, the Drafting Team is expected to either reach Full Consensus (most agree and no one speaks against a given position) or Rough Consensus (most agree but a small minority disagrees and their concerns have been documented to have been considered).

In the event no consensus can be reached among the three segments of community represented in the Drafting Team on a position, or should there be no strong support for any particular position on a given issue, the Drafting Team is expected to document the relevant sides of the issue and not take a particular stand within the Framework.

4.4. Meetings

Meetings of the Drafting Team are expected to occur once a week, via teleconference.

Recordings and transcripts will be made available shortly after each meeting on the Drafting Team's workspace at: https://community.icann.org/display/S1SF/Meetings+Log

Given the breadth of time zones represented in the Drafting Team, and until the group agrees on the definition of an appropriate meetings rotation scheme, meetings are expected to be organized at the least inconvenient time for most:

06:00 US Pacific
09:00 US Eastern, Trinidad & Tobago
10:00 Buenos Aires
13:00 Dakar (UTC)
14:00 Dublin, London
15:00 Brussels, Berlin
16:00 Moscow
20:00 Bangkok
21:00 Beijing
22:00 Tokyo
23:00 Melbourne

For potential alternative times, please refer to:
http://www.timeanddate.com/worldclock/meetingtime.html?iso=20150731&p1=137&p2=263&p3=51&p5=74&p6=78&p7=48&p8=166&p9=28&p10=33&p11=248&p12=152

4.5. Mailing list and community wiki workspace

For email communications, the Framework Drafting Team will use the spec11-security-framework@icann.org mailing list, which was originally used with Registries during the preliminary consultation period, and which will be repurposed.

Registries who where part of these initial discussion and who did not volunteers to participate in the Drafting Team can request to be removed from the mailing list at their discretion.

Archives of the mailing list and current documents will be made accessible from the Drafting Team's workspace on the community wiki website at:
https://community.icann.org/display/S1SF/

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