

## Plenary - Action Items

### IMPORTANT -

**Individual/group action items: when complete - please send an email to [cctr-staff@icann.org](mailto:cctr-staff@icann.org)**

**Action items labeled 'all': when complete - mark it in google sheet <https://docs.google.com/spreadsheets/d/17CWqY9Txbzhqzu7EV6f0bBqsIejl3J8aLsCMHn25ydl/edit>**

**Note:** The application & evaluation related action items are highlighted in **blue**.

To view Safeguards & Trust action items - see [Safeguards & Trust - Action Items](#)

To view Competition & Consumer Choice action items - see [Competition & Consumer Choice - Action Items](#)

Mtg	Date	Action	Action Owner	Due Date	Action Complete	Status
/	07/22	Provide comments on the <a href="#">Draft Applicant Survey questions</a>	All	07/29		
14	06/20	Read through action items and complete/report on your action items	All	ASAP		
14	06/20	Circulate draft applicant survey	Staff	ASAP	1	COMPLETE
14	06/20	Relay input to AM Global	Jonathan, Staff	ASAP		
14	06/20	Subscribe to discussion papers you wish to follow	All	ASAP		
14	06/20	Provide comments on <a href="#">INTA questions</a>	All	07/22	1	COMPLETE
14	07/20	Discuss how to centralize requests for comments to all and how to individually check off on these	Staff, Jonathan	ASAP	1	COMPLETE
14	07/20	Provide feedback on <a href="#">DNS Abuse Research Plan</a>	All	07/20		
14	07/20	Provide feedback on the <a href="#">Voluntary PICs questions for applicant survey</a>	All	07/29		
/	07/18	Review <a href="#">GAC advice and new gTLD applications</a> descriptions and confirm	All	ASAP		
/	07/18	Provide comments on <a href="#">Applicant Cohort Survey</a>	All	ASAP	1	COMPLETE
/	07/12	Provide feedback on <a href="#">DNS Abuse Research Plan</a>	All	07/13	0	OVERDUE
13	07/06	Suggest edits to template to address concern	Brian	ASAP	1	COMPLETE
13	07/06	Use registration numbers across TLDs as a pilot to fill out research analysis worksheet	Stan	ASAP		
13	07/06	Include rounds related question into applicants survey	Staff	ASAP	1	COMPLETE
13	07/06	Create bullet points on drawbacks of rounds and pull together data	Jordyn	ASAP		
13	07/06	Organize a subteam team call to discuss INTA next steps - David as point person	David, Staff	ASAP	1	COMPLETE
13	07/06	Send David any comments or input you may have on INTA questions by end of this week - request for feedback	All -	ASAP	1	OVERDUE
/	06/20	Finalize funding requests	All	07/18	1	COMPLETE
12	06/06-07	Send a note to Subsequent Procedures PDP WG leadership to obtain more information on timing of the applicants survey	Carlton	ASAP	1	COMPLETE
12	06/06-07	Obtain input from Nielsen on how to structure a survey of all applicants	Staff	ASAP	1	COMPLETE

12	06/06-07	Form questions for applicant survey. Set up call with Nielsen Look at Applicant Guidebook and sections on it that relate to GAC Advice.	Staff, Jordyn, Laureen, David	ASAP 1	COMPLETE
12	06/06-07	Compare how the GAC provided advice during the application process.  Catalog GAC correspondence that is related to advice, acceptance of advice, implementation of advice etc	Staff	ASAP 1	COMPLETE
12	06/06-07	Review table compiling reconsideration requests, the contentious set and registrant survey	Laureen /David /Jordyn	ASAP	
12	06/06-07	Identify list of same words and their own plurals.	Staff	ASAP 1	COMPLETE
12	06/06-07	Examine objections and inconsistency of results on string confusion and singular/plural	Megan, David	ASAP	
12	06/06-07	Provide list of data on objections and inconsistency of results on string confusion and singular/plural	Staff	ASAP 1	COMPLETE
12	06/06-07	Advise on budget numbers for FY17 projects	Staff	ASAP 1	COMPLETE
12	06/06-07	Advise on splitting costs of trademark costs survey with INTA	Staff	ASAP 1	COMPLETE
12	06/06-07	Add explanatory blurbs for the research template  Put together research paper on avenues for communication and e	Staff, Jonathan	ASAP 1	COMPLETE
11	06/01	Effectiveness of respective communication channels in LAC region	Carlton	ASAP	CLOSED (AM Global)
11	06/01	Look at summaries from staff on outreach and turn it into a research project	Carlton, Waudo	ASAP	CLOSED (AM Global)
11	06/01	Send any questions for NTIA on AOC mandate	All	06/02 1	COMPLETE
11	06/01	Report back to Team on Nielsen's ability to conduct the interviews on why applicants withdrew from the program	Staff	ASAP 1	COMPLETE
11	06/01	Provide comments on <a href="#">project list</a>	All	06/01 1	COMPLETE
11	06/01	Share the definitions on CCT list	Waudo, Dejan, Stan	06/03 1	COMPLETE
11	06/01	Finalize template for capturing hypothesis/findings in Washington. Reflect prioritization. Add this item to the DC agenda.	Staff	ASAP 1	COMPLETE
11	06/01	Reach out to contracted parties who terminated their agreements. Work on a research strawman proposal.	Calvin, Staff	ASAP 1	COMPLETE
11	06/01	Put together hypothesis on ccTLDs	Carlos	ASAP	
11	06/01	Put together hypothesis for equal access to the program	David	ASAP	
10	05/18	Flag any external data needs asap	All	06/30 1	COMPLETE
10	05/18	Review sections of applicant guidebook and be prepared to to discuss sections	All	ASAP	

Look into surveying the demands for new gTLDs in developing countries,

10	05/18	identify what individual or entities we can survey to examine barriers to entry,  consider studies we can formulate to guide our discussions on this topic	All	ASAP 1	COMPLETE
09	05/04	Discuss and adopt work plans Subgroup focused on determining why candidates dropped out.	Subteams	ASAP 1	COMPLETE
09	05/04	Categories: incumbent registrars and registries, large brands, developing world	Calvin, Jonathan, Waudou, Carlos	ASAP	
09	05/04	Identify list of withdrawal and enquiries	Staff	ASAP 1	COMPLETE
09	05/04	Subgroup focused on underserved markets	Jonathan, Carlton	ASAP	
09	05/04	Compare registries to the registry back-end providers to determine if geographically similar or the same locations	Staff	ASAP 1	COMPLETE
08	04/20	Match data to questions and look at additional data requests	All	ASAP 1	COMPLETE
08	04/20	Develop a list of questions and letter for CENTR	Jonathan, all	ASAP 1	COMPLETE
08	04/20	Share list of questions with other ccTLD organizations	All	ASAP 1	COMPLETE
07	04/06	Reach out to Graham and Jeff to determine if any additional information is needed from RrSG from data request	Jonathan	ASAP 1	COMPLETE
07	04/06	Add .eu question to European Nielsen survey subjects	Staff	ASAP 1	COMPLETE
07	04/06	Ask Subsequent Procedures PDP WG to take lead on universal acceptance	Jonathan	ASAP 1	COMPLETE
07	04/06	Ask Subsequent Procedures PDP WG to consider freedom of expression and marrying it with analysis of safeguards	Jonathan	ASAP 1	COMPLETE
06	03/23	Circulate the Statement of Interest template for updating by RT if necessary based on new policy Update TOR according to meeting notes and circulate to the list for formal adoption.	Staff	ASAP 1	COMPLETE
06	03/23	Incorporate Laureen's proposed definition of consumer.	Staff	ASAP 1	COMPLETE
06	03/23	Refine work plan and create a living project plan which includes milestones Create document that maps the PDP issues against the CCT's list of issues to identify gaps,,	Staff	ASAP 1	COMPLETE
06	03/23	enable CCT to prioritize identify low risk areas to send to the PDP	Staff	ASAP 1	COMPLETE
06	03/23	Streamline application and evaluation topics list	Staff, Jonathan	ASAP 1	COMPLETE
04	02/22-23	Identify Project Manager for budget related items and involve other Review Team Members in steps as appropriate.	All	ASAP 1	COMPLETE
04	02/22-23	Compare the consumer trust definition in Terms of Reference against what is being asked in the questionnaire	Nielsen subteam	ASAP 1	COMPLETE
04	02/22-23	Create short summaries of each reconsideration request,  characterize the nature of the objection, similar for CEP and IRP requests	Staff	ASAP 1	COMPLETE
03	02/10	Change consumer choice definition to include all consumers (i.e. users, registrants, etc.)	Staff	ASAP 1	COMPLETE
03	02/10	Suggest language related to "consumer trust" and "consumer"	Laureen	ASAP 1	COMPLETE
03	02/10	Consumer trust (v) change to "reach the site they intend to find."	Staff	ASAP 1	COMPLETE

02	01/27	Send past economic reports	Staff	ASAP	1	COMPLETE
02	01/27	Review ToR and provide input	All	ASAP	1	COMPLETE
02	01/27	Work on first draft of work plan	All	ASAP	1	COMPLETE