

[preamble]

The newly-adopted ICANN bylaws created several Work Stream 2 accountability subgroups. One subgroup regards how an SO or AC is accountable to its designated community, and potentially to global Internet stakeholders as well. The background and progress for this group are described [here](#).

The new Bylaws charge our subgroup to review and develop "Supporting Organization and Advisory Committee accountability, including but not limited to improved processes for accountability, transparency, and participation that are helpful to prevent capture". Moreover, the ccwg-accountability has recommended that the group "Develop a detailed working plan on enhancing SO and AC accountability taking into consideration the comments made during the public comment period on the Third Draft Proposal."

To that end, we are asking each AC and SO chair to point us to resources and documents used to maintain accountability to your respective designated community, taking into account the especial working modalities of each SO/AC.

[questions]

Please point us to any published policies and procedures by which your AC/SO is accountable to the designated community that you serve.

This could include procedures to encourage participation by that designated community, and transparency about AC/SO deliberations, decisions, eligibility, and elections.

Please describe any mechanisms by which your members can challenge or appeal decisions and elections, and the criteria used to resolve those challenges.

If you also maintain unwritten policies that are relevant to this exercise, please describe as specifically as you are able.

To the extent that there are multiple stakeholder groups or constituencies in your AC/SO, please forward this request accordingly.

[The timeline for submitting the response]

We request a response by 1-Nov-2016 or sooner, so that our team can begin its review and assessment tasks. Please be assured that the working plan that will be advanced by the sub group for enhancing the accountability of SO/AC will not be finalized without first consulting with the SO and Acs that have chartered the CCWG.