RDS-WHOIS2-RT Meeting #9
Face-to-Face Meeting #1
2-3 October 2017

Venue:

ICANN office
Rond-Point Robert Schuman 6
1040 Brussels, Belgium

Tel.: +32 2 894 7400

Map: https://goo.gl/maps/kyzrdCSeWrq

Meeting Room: Board Meeting Room

Questions? Contact staff at rds-whois2-staff@icann.org

Reading list

Session archives:

Remote participation

- RDS-WHOIS2-RT Members: refer to calendar invite for details.

- Observers: In-person (limited number of seats) or remotely. See here for details.

Feedback can be relayed to the RDS-WHOIS2-RT at any time via: *input-to-rds-whois2-rt@icann.org* (publicly archived).

Sessions are being archived and follow the ICANN Expected Standards of Behavior: http://www.icann.org/en/news/in-focus/accountability/expected-standards

---

Day 1 – Monday, 2 October | 09:00 – 17:30 CET | 07:00 – 15:30 UTC (**timezone converter**)

Review Team Breakfast served at 08:30 – 09:00

1. Welcome, and opening remarks (09:00 – 09:10) *Theresa Swinehart*

2. Statement of Interests updates, roll- call and administrative items (09:10-09:15) *Review Team Leadership*

3. Specific Reviews and process flows (09:15-9:45) *Alice Jansen*

4. Inventory of existing and past RDS and WHOIS related initiatives (09:45-10:15) *Lisa Phifer*

Break 10:15-10:30

5. WHOIS1 Implementation Briefings (10:30-12:00) *Trang Nguyen & Chris Disspain (TBC)*

- Overview of WHOIS1 Review Team recommendations

Review Team Lunch 12:00-12:45

6. WHOIS1 Implementation Briefings-continued (13:00-15:15)* *Negar Farzinnia/Trang Nguyen*

*subject to change

- Briefings on the remainder of the recommendations
- Address Review Team questions on WHOIS1 Implementation

Break 15:15-15:30

7. Review Team Scope discussion (15:30-17:00) *Review Team Leadership (if needed, facilitated exercise and discussion by Patrick Dodson)*

- Examine RDS Review Bylaws text
- Agreements to date on Scope
- Limited Scope proposal
- Begin to draft prioritized list of S.M.A.R.T. objectives for review
- Next steps to finalize Scope

8. A.O.B (17:15-17:20) *All*

9. Review day 2 agenda and provide closing remarks (17:20-17:30) *Review Team Leadership*

Review Team Dinner, including team building exercises 19:00-21:00

Day 2 – Tuesday, 3 October | 09:00 – 17:30 CET | 07:00 – 15:30 UTC
(**timezone converter**)

Review Team Breakfast 8:30 – 9:00

1. Finalize and agree on Scope of Review (09:00 – 09:30) *Review Team Leadership (if needed, facilitated exercise and discussion by Patrick Dodson)*

2. Review status of the Terms of Reference Draft (09:30 – 10:15) *Lisa Phifer and Review Team leadership*

Break 10:15-10:30

3. Terms of Reference - continued (10:30 – 12:00) *Review Team Leadership*

- Identify sections needing to be completed
- Develop plan to complete sections and approve ToR for submission to Board

Review Team Lunch 12:00-12:45

4. Introduce Workplan and timeline template (12:45 – 13:00) *Alice Jansen*

5. Workplan and timeline working session (13:00 – 15:15) *Review Team Leadership (if needed, facilitated exercise and discussion by Patrick Dodson)*

Break 15:15-15:30

6. Workplan and timeline working session- continued (15:30 – 16:30) *Review Team Leadership*

- Mirror the workplan milestones into the ToR

7. Confirm Leadership (16:30 – 16:40) Review Team Leadership
- Depending on the scope, confirm or elect Review Team leadership

8. Wrap-Up (16:40-17:20) *Review Team Leadership (if needed, facilitated by Patrick Dodson)*

- Review of Action Items and Decisions Reached

*subject to change

- Determine response to the Board request
- Meeting communiqué
- Notification to ccNSO

9. A.O.B and closing remarks (17:20-17:30) *Review Team Leadership*

*subject to change