

Background

At Risk	Task Name
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Assemble Review Team

Appoint RDS-WHOIS2 Review Team

Plan Review

- Determine leadership
- Determine role of observers
- Adopt legal docs (Conflict of Interest policy, NDA, Statement of Interest)
- Develop methodology to prioritize issues to be addressed in scope, including validating issues against ICANN Bylaws
- Adopt a framework that identifies the prioritized focus of the work to be performed by the Review Team (Scope)
- Adopt and publish Terms of Reference
- Adopt and publish Workplan
- Send adopted ToR and Work Plan to ICANN Board
- Define Review Team project management roles and responsibilities, including budget management
- Identify need for and deliver a proposal on division of work
- Develop and adopt outreach plan
- Develop and adopt template for "First pass Planning Questions"
- Develop and adopt template for findings and recommendations
- Define structure of subgroups reports

Research and Studies

- Assemble repository of background materials
- Identify briefings / data sources needed
- Determine requirements for independent expert(s) and - if necessary - develop Statement of Work

Conduct Review

Subteams

WHOIS 1 Review Team Recommendations

Administrative Duties

- Confirm members of the Subteam and determine Rapporteur
- Establish mandate, objectives and timeline for the work
- Determine topics for investigation and validate against ICANN Bylaws
- Identify briefings/data sources needed
- Determine requirements for independent expert(s) and – if necessary – develop statement of work
- Adopt statement of work and associated work plan

Workplan Execution

Review, analyze and summarize relevant documentation

Conduct investigation of identified objectives

Conduct relevant interviews as appropriate

Draft summary note of key findings

Prepare Draft Report Section

Approve findings

Assemble draft recommendations using the designated Review Team template

Cross-check draft recommendations with scope and Bylaws

Produce subgroup report for subgroup members' approval

Adopt & Circulate subgroup report to Review Team

Present subgroup report and proposed recommendations to Review Team

Refine Draft Report Section

Incorporate edits suggested by the Review Team, as appropriate

Anything New

Administrative Duties

Confirm members of the Subteam and determine Rapporteur

Establish mandate, objectives and timeline for the work

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Incorporate edits suggested by the Review Team, as appropriate

Law Enforcement Needs

Administrative Duties

Confirm members of the Subteam and determine Rapporteur

Establish mandate, objectives and timeline for the work

Determine topics for investigation and validate against ICANN Bylaws

Identify briefings/data sources needed

Determine requirements for independent expert(s) and – if necessary – develop statement of work

Adopt statement of work and associated work plan

Workplan Execution

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Consumer Trust

Administrative Duties

Confirm members of the Subteam and determine Rapporteur

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Determine topics for investigation and validate against ICANN Bylaws

Identify briefings/data sources needed

Determine requirements for independent expert(s) and – if necessary – develop statement of work

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Workplan Execution

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Incorporate edits suggested by the Review Team, as appropriate

Safeguard Registrant Data

Administrative Duties

Confirm members of the Subteam and determine Rapporteur

Establish mandate, objectives and timeline for the work

Determine topics for investigation and validate against ICANN Bylaws

Identify briefings/data sources needed

Determine requirements for independent expert(s) and – if necessary – develop statement of work

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Safeguard Registrant Data

Administrative Duties

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Incorporate edits suggested by the Review Team, as appropriate

Review Team

Draft Report

Administrative Duties

Adopt report format

Internal Review

Provide input on subgroups' Draft Report sections

Cross-check draft recommendations with scope and Bylaws

Pre-approve draft recommendations

Outreach

Seek Board Caucus group and ICANN organization's input on implementability of draft recommendations

Seek Community's input on implementability of draft recommendations

Assembling Draft Report

Produce Draft Report

Approval process

Approve draft findings and recommendations

Approve draft report for public comment

Publishing Draft Report

Send approved draft report sections to language services

Public Comment and Outreach on Draft Report

Publish draft report for public comment

Socialize draft recommendations with community

Produce summary of public comments

Adopt public comment summary for publication

Final Report

Updating Draft Report

Assemble final recommendations and update draft report based on public comments received

Cross-check final recommendations with scope and Bylaws

Outreach

Seek Community's input on implementability of draft recommendations

Approval process

Approve final findings, recommendations and report for Board consideration

Send Final Report

Send final report to ICANN Board

Publish final report

Send Final Report to language services

Implementation planning and feedback

Complete ICANN organization survey on review process

Identify one or two Review Team Members to remain available for clarification as may be needed during the planning phase of implementation of Review Team Recommendations.

Face to Face meetings

#1 Brussels

#2 ICANN 61

#3 ICANN 62

#4 ICANN 63

on Directory Service (RDS) WHOIS2 Review Team (RDS-WH

Start Date	End Date	Assigned To	Duration (days)	% Complete
			217	100%
28-Oct-16	2-Jun-17	SO/AC Chairs	217	100%
			225	40%
5-Jun-17	3-Oct-17	RDS-WHOIS2-RT	120	50%
13-Jul-17	13-Aug-17	RDS-WHOIS2-RT	31	100%
3-Aug-17	14-Sep-17	RDS-WHOIS2-RT	42	30%
20-Jul-17	14-Sep-17	RDS-WHOIS2-RT	56	80%
20-Jul-17	3-Oct-17	RDS-WHOIS2-RT	75	80%
3-Aug-17	24-Nov-17	RDS-WHOIS2-RT	113	80%
7-Sep-17	24-Nov-17	RDS-WHOIS2-RT	78	0%
20-Oct-17	24-Nov-17	RDS-WHOIS2-RT	35	0%
11-Aug-17	3-Oct-17	RDS-WHOIS2-RT	53	100%
20-Jul-17	20-Oct-17	RDS-WHOIS2-RT	92	40%
20-Oct-17	30-Nov-17	RDS-WHOIS2-RT	41	0%
3-Oct-17	31-Oct-17	RDS-WHOIS2-RT	28	0%
2-Jan-18	16-Jan-18	RDS-WHOIS2-RT	14	0%
2-Jan-18	16-Jan-18	RDS-WHOIS2-RT	14	0%
			240	30%
27-Oct-16	31-Jan-18	ICANN org	461	50%
5-Jun-17	31-Jan-18	RDS-WHOIS2-RT	240	40%
3-Oct-17	31-Jan-18	RDS-WHOIS2-RT	120	0%
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3-Oct-17	31-Dec-17	Subgroup 1	89	0%
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12-Feb-18	26-Feb-18	Subgroup 1	14	0%
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3-Oct-17	31-Dec-17	Subgroup 1	89	0%
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26-Feb-18	9-Mar-18	Subgroup 1	11	0%
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3-Oct-17	3-Nov-17	Subgroup 1	31	0%
3-Oct-17	31-Dec-17	Subgroup 1	89	0%
3-Oct-17	31-Dec-17	Subgroup 1	89	0%
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20-Oct-17	12-Jan-18	Subgroup 1	84	0%
3-Nov-17	16-Jan-18	Subgroup 1	74	0%
3-Nov-17	16-Jan-18	Subgroup 1	74	0%
1-Dec-17	16-Jan-18	Subgroup 1	46	0%
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26-Feb-18	9-Mar-18	Subgroup 1	11	0%
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10-Mar-18	30-Mar-18	Subgroup 1	20	0%

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2-Jan-18	16-Jan-18	RDS-WHOIS2 Team	14	0%
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9-Mar-18	27-Apr-18	RDS-WHOIS2 Team	49	0%

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27-Apr-18	18-May-18	RDS-WHOIS2 Team	21	0%
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1-Jun-18	28-Jun-18	RDS-WHOIS2 Team	27	0%
25-Jun-18	28-Jun-18	RDS-WHOIS2 Team	3	0%
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27-Apr-18	20-Jul-18	RDS-WHOIS2 Team	84	0%
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18-May-18	20-Jul-18	RDS-WHOIS2 Team	63	0%
20-Jul-18	31-Jul-18	RDS-WHOIS2 Team	11	0%
				0%
18-May-18	1-Aug-18	ICANN org	75	0%
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1-Aug-18	10-Sep-18	ICANN org	40	0%
1-Aug-18	17-Aug-18	RDS-WHOIS2 Team	16	0%
10-Sep-18	24-Sep-18	ICANN org	14	0%
24-Sep-18	28-Sep-18	RDS-WHOIS2 Team	4	0%
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28-Sep-18	5-Nov-18	RDS-WHOIS2 Team	38	0%
28-Sep-18	5-Nov-18	RDS-WHOIS2 Team	38	0%
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19-Oct-18	26-Oct-18	RDS-WHOIS2 Team	7	0%
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26-Oct-18	3-Dec-18	RDS-WHOIS2 Team	38	0%
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3-Dec-18	4-Dec-18	RDS-WHOIS2 Team	1	0%
3-Dec-18	4-Dec-18	ICANN org	1	0%
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			70	0%
4-Dec-18	4-Jan-19	RDS-WHOIS2 Team	31	0%
26-Oct-18	3-Dec-18	RDS-WHOIS2 Team	38	0%
				25%
2-Oct-17	3-Oct-17			100%
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IOIS2-RT) DRAFT WORKPLAN

Comments

See <https://www.icann.org/news/announcement-2017-06-02-en>

Interim leadership appointed on plenary call #3. Leadership to be confirmed at Brussels meeting
Completed on plenary call #4
ICANN org to send drafts

ICANN org provided a template for Review Team consideration.

Discussed on leadership call #3 (August 11). To be confirmed by new/confirmed leadership

ICANN org to provide a template for Review Team consideration
ICANN org to provide a template for Review Team consideration
ICANN org to provide a template for Review Team consideration
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Available on dedicated wiki page. ICANN organization to continue populating, as requested

Using template referenced in row 19
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ICANN61 (San Juan: March 10-15)

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ICANN61 (San Juan: March 10-15)

ICANN 62 (25-28 June 2018)

As sections become available

Webinars



ICANN63 (20-26 October 2018)



