

LACRALO Operating Principles

LACRALO Mission

LACRALO mission is to contribute to the ICANN policy development process from the end user's perspective by promoting and facilitating their participation. Its scope of action is the ICANN At-large community.

Title I - About LACRALO Members

1 LACRALO is constituted by Latin American and Caribbean ALSes, accredited by the ALAC, as one of the mechanisms to ensure the fulfillment of its mission.

1.a An ALS shall be a non-for-profit organization, based in one of the countries of the Latin America and Caribbean Region, focusing on Internet users, and it shall not be linked or represent interests of registries, registrars, Internet service providers or their business chambers, or the interests of governments or their NICT -related political agents.

1.b LACRALO shall promote the creation and organization of user groups in the different countries of the region, and their subsequent accreditation by the ALAC.

2 LACRALO shall promote the formation of user groups and their accreditation by the ALAC.

LACRALO shall facilitate the participation of individual users who are not related to any ALS and who are residents of the Latin America and the Caribbean region to get involved in policy- making and discussion, and it shall commit to encouraging their participation in ICANN activities.

Participation modalities for ALS and individual users who are not related to any ALS shall be defined in a specific item of the Rules of Procedure.

3 LACRALO shall be multilingual from its inception. Documents shall be written, and all discussions shall be held in English, Spanish, Portuguese and French. Those languages that, at the time of amending these Operating Principles, have not been incorporated, shall gradually be added or removed accordingly.

Title II.- About participation options within LACRALO

4.- LACRALO shall have different alternatives for member participation:

4.a. Monthly meetings

4.b. Working Groups

- 4.c. Webinars
- 4.d. Votes
- 4.e. Mailing lists
- 4.f. General and Extraordinary Assemblies
- 4.g. Other mechanisms made available to users to participate.

Participation in these areas shall be governed by LACRALO Rules of Procedure.

Title III About LACRALO Ordinary and Extraordinary General Assemblies

- 5. LACRALO's maximum and sovereign body of government is the Ordinary General Assembly.
 - 5.a. The General Assembly shall, to the extent possible, operate by consensus.
 - 5.b It shall be chaired and assisted by a Chair and a Secretary elected by the assembly itself.
 - 5.c The Assembly shall be composed by all active LACRALO members as per these Operating Principles, and as per the Rules of Procedures and Metrics.
 - 5.d Vote-related issues in this Ordinary General Assembly shall be defined in the Rules of Procedure.
- 6. The Extraordinary General Assembly shall be held in extraordinary cases:
 - 6.a. Bylaw change or amendment.
 - 6.b. Dissolution
 - 6.c. Removal or Replacement of Authorities

Participation and vote in Assemblies to address these topics shall be governed by LACRALO Rules of Procedure.

Title IV About LACRALO Leadership Positions

7.1. LACRALO shall have the following principles regarding election and participation in Leadership positions:

- Rotation among countries / sub-regions; ^[]_{SEP}
- Continuity and opportunity to learn from experienced leaders; ^[]_{SEP}
- Process simplicity;
- Percentage proportionality of votes according to the country-based active ALS index;
- Favoring consensus-based agreements whenever possible;
- Active participation incentives;
- Candidates shall be LACRALO members, and they shall reside in one of

the countries in the region.

- Only active members, as per the Rules of Procedure, are entitled to vote or to be voted in the elections for these positions;
- LACRALO leadership and ALSes shall be entitled to represent the interests of individual end users, without any conflict of interest during discussions, activities and voting.

People applying for a leadership or representation position shall:

- State possible conflicts of interest and explain how these conflicts will be avoided once they are in their leadership role in LACRALO.
- Not have family relationships with ICANN employees; be under financial contract with ICANN; have leadership positions in *Registries, Registrars, ISPs or their business chambers*; be in a decision-making position on behalf of a government (e.g. a minister of state, vice minister, secretary, or equivalent position related to new information and communication technologies); or act as a country representative before the GAC or other ACs / SOs).

7.2 - The rotation principle for leadership positions shall be based on the following:

7.2.a - The region is divided into four (4) sub regions in alphabetical order, each with their respective countries:

- (A) Central America and Mexico: Belize; Costa Rica; El Salvador; Guatemala; Honduras; Nicaragua; Mexico and Panama.
- (B) Andes: Bolivia, Chile, Colombia, Ecuador, Peru and Venezuela
- (C) Caribbean: Antigua & Barbuda; Barbados; Cuba; Dominica; Granada; Guyana; Haiti; Jamaica; Dominican Republic; Saint Vincent and the Grenadines; St. Lucia; Suriname and Trinidad & Tobago.
- (D) Mercosur: Argentina; Brazil; Paraguay and Uruguay

7.2.b – LACRALO Leadership Positions are the following:

- Chair and vice chair
- Secretary and vice secretary
- ALAC Member (two(2))
NOMCOM Member (one (1))

7.2.c LACRALO shall adopt the ongoing and pre-arranged, sub region-based rotation principle as a mechanism to select leadership positions.

They shall be governed by LACRALO Rules of Procedure.

7.2.d No outgoing member shall be entitled to run for the same position, however he / she shall be eligible for any other position according to the

Rotation principle, and respecting the candidate appointed for his/her sub-region.

7.3 - The country-based ALS index shall be applied as set forth in the Rules of Procedure in relation to the election of leadership positions.

7.4 – The principle of Continuity and Opportunity to learn from experienced leaders shall be provided by the interaction of the members with the Emeritus Group.

7.5. Where a region is represented by two leadership positions, these positions - as per the principle and rotation- shall not be exercised by members of the same ALS or from the same country.

Transitional Item: When applying the Rotation principle for the first time, the sub region currently occupying the positions described in 8.2.b. shall be taken into account in the elections immediately following the approval of these Principles.

LACRALO Chair and Vice Chair

8. LACRALO shall have a Chair and a Vice Chair. These positions shall be exercised by two active ALS members, based in the region and these candidates shall reside in the corresponding sub-region, and in the same country where their ALS is incorporated, pursuant to the Rotation principle set forth in Item 7 herein, and they shall be elected in elections called for to that end for a term of two (2) years each.

8.a - The vice chair shall automatically become the chair in the following election.

The Chair and Vice chair election shall be made in an electoral process in accordance with, and convened by, the Chair and Secretary in office and elected by the LACRALO active voting members.

As far as process, rights, modalities, timing and other election- related issues are concerned, LACRALO Rules of Procedure shall apply.

The chair's functions and responsibilities are the following:

8.b. Promoting and leading the debate on ICANN policies in the region.

8.c. Being a link between the discussions held in ALAC, and the contributions made by LACRALO representatives to ALAC.

8.d. Representing LACRALO at ICANN meetings in any of its Advisory Committees and Supporting Organizations as well as in outreach activities.

8.e. Promoting increase in ALS participation in the region by carrying out activities aimed at incorporating new organizations and members on a regular basis.

8.f. Leading LACRALO debates on mailing lists, in remote and face-to-face meetings.

- 8.g. Presiding over all meetings of the LACRALO Board of Directors
9. The Vice chair shall automatically become the chair at the end of the term of the chair in office or in cases of:
 - 9.a. Resignation
 - 9.b. Temporary or permanent absence
 - 9.c. Inability
 - 9.d. Death
 - 9.e. In case of a chair's conflict of interest, not allowing him/her to continue performing his/her duties.

Elections and other related issues shall be governed by LACRALO Rules of Procedure.

Vice chair's functions shall be as follows:

- 10.- Being the board coordinator of ICANN- policy working group activities.
10. a Being the pen holder together with each of the WG chairs, of the policy positions adopted on behalf of LACRALO
- 10.b Participating in all meetings where the chair participates.
- 10.c Participating in ALAC meetings, and after the first year, to replace the chair alternately in these meetings.

LACRALO Secretariat and Vice Secretariat

11. LACRALO shall have a Secretary and a Vice Secretary. These positions shall be exercised by two active ALS members, based in the region and these candidates shall reside in the corresponding sub-region, and in the same country where their ALS is incorporated, pursuant to the Rotation principle set forth in Item 8 herein, and they shall be elected in elections called for to that end for a term of two (2) years each.

11.a - The vice secretary shall automatically become the Secretary in the following election.

12. The Secretary and Vice secretary election shall be carried out in an electoral process in accordance with, and convened by, the Chair and Secretary in office and elected by the LACRALO active voting members.

As far as process, rights, modalities, timing and other election-related issues are concerned, LACRALO Rules of Procedure shall apply.

13. The Secretary's and Vice secretary's responsibilities are the following:
 - 13.a. Exercising administrative and reporting functions.

13.b. Maintaining communication systems and ensuring the proper exchange of information on matters that are being discussed among all LACRALO members, and any other task assigned to him/her by the LACRALO Board of Directors.

14. The Vice secretary shall automatically become the secretary at the end of the term of the secretary in office or in cases of:

14.a. Resignation

14.b. Temporary or permanent absence

14.c. Inability

14.d. Death

14.e. In case of a secretary's conflict of interest, not allowing him/her to continue performing his/her duties.

Elections and other related issues shall be governed by LACRALO Rules of Procedure.

15 - The vice-secretary shall exercise the following duties:

- Help with the follow-up of notifications and topics being discussed in ALAC and ICANN and contribute to spreading the information within LACRALO
- Address and record the requests of ALS representatives to improve their work within the region.
- Keep ALS database updated together with staff and communicate with ALSes to ensure their continuous work flow in LACRALO.
- Ensure, together with the secretariat, the oversight of LACRALO operating metrics and issue reports on regional organic performance.

Title V About LACRALO Representatives to ALAC

16 LACRALO shall elect two (2) individuals to serve as representatives before the At-Large Advisory Committee (ALAC) pursuant to the Rotation Principle and based on the terms set forth in ICANN Bylaws. Each incumbent member shall be elected at the same call for elections, and as a result of the preference resulting from the respective election results.

17 The representatives selected as ALAC members shall be members of ALS from different countries, each of them having the place of residence in different countries of the region.

18 The representatives shall be responsible for the duties set forth in ICANN Bylaws for ALAC, and they shall present to LACRALO regular reports on the matters addressed in ALAC.

19 The mandate of ALAC representatives shall be of two (2) years, without the possibility of reelection for a subsequent period.

20 For a better continuity of policy discussions, these representatives shall be renewed in alternate periods, and one representative shall be elected every year.

Election and other related issues shall be governed by LACRALO Rules of Procedure.

Title VI About LACRALO Representatives to the NOMCOM

21 LACRALO shall elect one (1) member to serve as representative to the Nominating Committee of ICANN - NOMCOM, in accordance with the principles defined by ALAC for these positions and the Rotation principle, under the terms set forth in ICANN bylaws, and pursuant to the criteria established by ALAC and by the NOMCOM.

22 The representatives shall be responsible for the duties set forth in ICANN Bylaws for the NOMCOM, and they shall present to LACRALO regular reports on the matters addressed by the NOMCOM.

23 The mandate of NOMCOM representatives shall be of two (2) years, without the possibility of reelection for a subsequent period.

24 Each incumbent member shall be elected at the same call for elections, and as a result of the preference resulting from the respective election results.

Elections and other related issues shall be governed by LACRALO Rules of Procedure.

Title VII About LACRALO Board of Directors

25 LACRALO shall have a coordination body to promote LACRALO regional initiatives, known as Board of Directors.

26 The Board of Directors is a LACRALO body and shall consist of active members and shall be automatically composed by the individuals elected to perform the functions of Chair, Vice-chair, Secretary, Vice-Secretary, the two representatives elected by LACRALO to ALAC, **the representative elected to the NOMCOM**, and the LACRALO working group chairs.

27.a Working groups are groups of volunteer LACRALO members created to execute policy proposals on topics of interest for LACRALO, which must be submitted for LACRALO approval, either as a contribution to the decisions made by ALAC or simply to make LACRALO views public.

27.b Working groups shall elect their chairs among their members.

27.c Mandate duration of Policy Directors shall be determined by the existing needs in terms of specific topics addressed by each Working Group.

28 The purpose of the Board of Directors is to coordinate the LACRALO strategy according to its Strategic Plan, and to promote a wider participation of LACRALO members.

29 The LACRALO chair shall act as the Chair of the Board.

30 Board members elected by the General Assembly shall have a mandate ending coincidentally at the end of the term for which they were elected.

This Board of Directors, and its functions are described in LACRALO Rules of Procedure.

Title VIII About the Construction of LACRALO Rules and Conflict Mediation

31. LACRALO seeks to resolve disputes through consensus-based processes, but when consensus instances are exhausted, the process for handling appeals and resolving conflicts shall be carried out pursuant to the provisions set forth in LACRALO Rules of Procedure.
