

# ccNSO Board Nomination Due Diligence Procedure

*(to be included in the relevant guideline)*

## Introduction and Basic Principles

The purpose of the due diligence procedure is to ensure that nothing in the ccNSO nominated ICANN Board candidate's past or information provided to the ccNSO members and ccNSO Council during the nomination process would raise concerns as to the integrity of the candidate to serve as a director of the ICANN Board.

Only the candidate elected by the ccNSO members will be subject to a due diligence review. The review will be conducted by an ICANN provided independent contractor referred to as due diligence provider. To initiate the review, the due diligence provider needs to obtain a written consent of the elected candidate. Depending on the region in which the elected candidate is located, the due diligence review process takes a few weeks. It starts with the notification to the due diligence provider on the elected candidate.

By accepting the nomination, candidates agree, if elected, to provide consent for the due diligence review.

The nomination process is terminated and a new nomination process will start if for whatever reason:

- the elected candidate rescinds or does not provide consent for a due diligence review
- as a result of the due diligence review concerns about integrity of the candidate have surfaced,
- the elected candidate steps-down/rescinds candidacy.

## Procedure

After closure of the nomination period, the Nomination Manager will ascertain whether nominees accept their nominations.

By accepting the nomination, the Candidate warrants, is aware of, and in time consents to:

- The Country of Citizenship or Domicile included in the nomination form;
- Not to hold a position as an official of a national government or a multinational entity (section 7.4 (a))
- Section 7.4 (b)
- Section 7.4 (d)
- Fully cooperate to undergo a due diligence review by an external due diligence provider.

After the ccNSO members have elected the candidate, the Chair of the ccNSO will inform the due diligence provider and request to initiate the review.

The candidate will be approached by the due diligence provider and asked to sign a consent form. In the event a candidate does not provide consent or rescinds the consent

to undergo the due diligence process, the ccNSO Council will be informed, the nomination process will be terminated and new nomination period initiated.

After the due diligence has taken place, the results of the due diligence are provided to the Chair and Vice-chair(s) of the ccNSO. The candidate will be informed accordingly. In case concerns raised, the candidate will be given the opportunity to provide additional clarifications/information. The Chair of the ccNSO will update the Council (except the Councillor(s) that is(are) candidate(s)) on the results of the due diligence, i.e., whether no concerns have surfaced, or concerns were raised which warrant further consideration and decisions.

After a satisfactory conclusion of the due diligence process, i.e., no concerns raised from the due diligence review, the ccNSO Council shall nominate the candidate for the Board seat. The nomination is conducted at the first ccNSO Council meeting following the conclusion of the due diligence process.

If relevant integrity concerns about the nominated candidate's ability to serve on the ICANN Board of Directors are raised, the ccNSO Council may decide not to nominate the candidate or take any other action to ensure the issue is resolved. A ccNSO Council decision to terminate the nomination process needs to be taken by a simple majority vote.

ccNSO Council decision pertaining to the due diligence background screening should take into account the Section 7.4 (b) of the ICANN Bylaws.