**Policy & Implementation PDP WG Charter Input from Jordyn Buchanan & Chuck Gomes**

**Input for Section II: Mission, Purpose, and Deliverables**

Note: The suggestions below are not intended to be all inclusive but rather input that can be integrated with input from other DT members.

**Mission & Scope**

Key Assumptions

* Processes are fairly well defined as far as policy development is concerned, understanding that there is plenty of room for improvement.
* Implementation processes are less well defined and hence will likely need to be a larger focus of the WG.

**Objectives & Goals**

WG Objectives & Goals

1. Clearer understanding of both the potential goals and end states of the PDP. (In particular, for situations in which the output of the policy development effort is not a consensus policy, it may be desirable to have a more streamlined process than the current PDP. Alternately, it may be that the PDP is initiated in a different manner or its work is concluded differently if the output is not intended to be a consensus policy.)
2. Improving the collection/documentation of gTLD-related policies and best practices created by the GNSO
3. A better understanding of the transition between policy and implementation stages, with expected outcomes from each
4. A framework for implementation work that is predictable, repeatable, efficient and timely and that includes multi-stakeholder feedback
5. Guidance on how feedback from the policy apparatus is needed in the implementation process
6. Mechanisms to adjust policy in response to learning from implementation

Recommended WG Tasks (This could be made a separate section like Objectives & Goals.)

1. Develop a projected work schedule that contains
   1. Frequency and scheduling of meetings
   2. Estimated time targets for each deliverable
2. Review a sampling of previous implementation efforts and create a list of lessons learned
3. Identify applicable ICANN core values and
   1. Describe how they directly or indirectly apply to policy development and/or implementation of policy
   2. If possible, make a determination as to whether the identified core values apply differently to policy development work than to implementation of policy; e.g., do any of the core values apply only to policy development and not to implementation?
4. Prepare WG responses to key questions:
5. What guidance do ICANN core values (Bylaws Article 1, Section 2) directly provide with regard to policy development work and policy implementation efforts? (e.g., multi-stakeholder participation)
6. What guidance do other ICANN Core values provide that relate *indirectly to* policy development and policy implementation? (e.g., effective & timely processes)
7. ‘Questions for discussion’ contained in the Policy versus Implementation Draft Framework prepared by ICANN staff (<http://www.icann.org/en/news/public-comment/policy-implementation-31jan13-en.htm> )
8. Review previous policy development efforts and follow-on implementation work to determine whether particular approaches have resulted in better or worse outcomes historically.
9. Analyze the ‘Proposed Principles’ contained in the Policy versus Implementation Draft Framework prepared by ICANN staff and
   1. Prepare WG recommendations regarding the principles, i.e., revised principles
   2. Incorporate revised principles as applicable into WG recommendations regarding policy and implementation
10. Review the ICANN Bylaws with a particular focus on the GNSO PDP and associated GNSO PDP procedural documents to determine:
    1. What elements of the process provide guidance regarding implementation of policies
    2. Whether there are any gaps in the Bylaws or process that leave ambiguity regarding implementation

(PDP required tasks related to PDP required deliverables should be inserted in approximate order of their applicability relative to other tasks.)

**Deliverables** (This could be combined with Timeframes or they could be separate sections.)

1. Projected work schedule
2. List of lessons learned from previous implementation efforts
3. WG conclusions with regard to how ICANN Core Values relate to policy and implementation efforts whether the identified core values apply differently to policy development work than to implementation of policy
4. WG responses to key questions
5. WG analysis of results of previous approaches to implementation of GNSO policy development
6. WG recommendations regarding
   1. Principles about policy & implementation
   2. Policies with regard to implementation
7. Recommended changes to ICANN Bylaws and/or GNSO policy procedures

(PDP required deliverables should be inserted in approximate order of their applicability relative to other deliverables.)

**Timeframes**

Submission of draft charter and motion to GNSO Council Wednesday, 3 July 2013

1st consideration of charter approval motion by Council Wednesday, 17 July 2013 (Durban)

Formation of WG Wednesday, 14 August 2013

First WG meeting September 2013

(Timeframes should be estimated by the WG for all tasks and deliverables; date ranges are preferred to exact dates to allow some flexibility but efforts should be made to facilitate a timely completion of the PDP.)