

# ICANN Middle East Space

## Charter

### Goals & Objectives

The primary goal of the ME Space is to address current ICANN hot topics and produce a statement expressing the opinion of the ICANN MEAC Community that will be addressed to the ICANN Board of Directors and the other concerned parties to impact the decisions related to the concerned topic.

### Principles

The ME Space will adhere to the following principles:

- Openness,
- Diversity,
- Transparency and
- Bottom-up, consensus-based decision-making.

### Membership

Membership in the ME Space is open to all MEAC community members interested in ICANN activities.

### Leading Team

The ME Space selects among its members a leading team composed of 2 members, with experience in ICANN policy and process activities for 2 years' term.

Each member of the leading team can be reselected for a new term of 2 years.

The selection of the leading team shall be done following the below steps:

- A month prior to the end of its term, the current leading team initiate a call for nomination of the new leading team members.
- Each community member can nominate Any member of the community including the current leading team members.
- Self-nominations are also accepted.
- The current leading team members can be nominated, but in this case, all the selection process shall be undertaken by the ME ICANN staff instead of the current leading team.
- The nomination period lasts 15 days
- At the closure of the nomination period, the current leading team announces the list of candidates.
- If the number of candidates is greater than the required (2), an election process is initiated to select the 2 most scored.
- In case the number of candidates is greater than 2, the current leading team opens a voting poll to choose among the candidates the 2 most scored ones. The poll will remain open for 2 weeks.
- In case there are only 2 candidates on the slate, they are declared members of the new leading team.
- At the closure of the poll period, the current leading team announces the name of the winners to be the new leading team.

The leading team shall:

- Establish a draft work plan and associated schedule for each ICANN Meeting.
- Call for topics.
- Announce the selected topic based on the most demanded amongst all the proposed topics.
- Call for the drafting team members.
- Announce the composition of the drafting team.
- Establish the agenda for the ME Space face to face session and send invitation to the guests.
- Preside over the Space deliberations (online and face to face) and ensure that the process is bottom-up, consensus-based.
- Send the approved statement to the ICANN Board and all concerned parties.

### **Deliverables**

The core deliverable of the ME Space which is focused primarily on hot topics at ICANN is a Statement expressing the opinion of the MEAC Community members at ICANN. This statement must provide a consensus opinion of the ME Space members on the addressed topic.

In working towards this deliverable, the ME Space will, as a first step, establish and adopt a work plan and associated schedule. The work plan and schedule should include times and methods for consultation and Proposal revisions, and should establish an expected date for issuing of a final Statement Proposal. This schedule needs to line up with the ICANN Meeting dates.

### **Drafting Team**

The statement is developed by a drafting team constituted by volunteers among the ME Space members.

Best efforts should be made to ensure that the drafting team members:

- Have sufficient expertise in the applicable subject matter;
- Commit to actively participate in the drafting operation on an ongoing basis during the whole period of drafting.

In volunteering, the drafting team members should note that the decision-making methodology requires that they act by consensus, and that polling will only be used in rare instances and with the recognition that such polls do not constitute votes.

Note: The Decision making methodology paragraph below applies also for the drafting team.

In addition, the drafting team will be open to any interested member of the ME Space as an observer. Observers will be able to actively participate in the drafting operation; however, they will not participate in any consensus call or decisions that need to be made.

The team shall select a pen holder among its members who will preside over the drafting team works and ensure that the process is bottom-up, consensus-based.

### **Staffing & Resources**

The ICANN MEAC Staff will support the work of the ME Space as necessary, including face to face meeting support, document printing and distribution, and any other logistical support when deemed appropriate by the ME Space leading team.

## Decision-Making Methodology

For any decision making, (development and adoption of the Statement, the work plan and any other document, etc.) the ME Space shall seek to act by consensus. Consensus calls should always make best efforts to involve all members. The leading team shall be responsible for designating each position as having one of the following designations:

- Full Consensus - a position where no minority disagrees; identified by an absence of objection
- Consensus – a position where a minority disagrees, but the majority agrees

In a rare case, the leading team may decide that the use of a poll is reasonable to assess the level of support for a position. However, care should be taken in using polls that they do not become votes, as there are often disagreements about the meanings of the poll questions or of the poll results.

Any member who disagrees with the consensus-level designation made by the leading team, or believes that his/her contributions are being systematically ignored or discounted should first discuss the circumstances with the leading team. In the event that the matter cannot be resolved satisfactorily, the member should request an opportunity to discuss the situation at the end of the ME Space face to face session.