Rec #	Primary Column	GNSO - NCUC	Notes	
Rec 06.1	*Accountability*			Legend
Rec 06.1.1	SO/AC/Groups should document their decision-making methods, indicating any presiding officers, decision-making bodies, and whether decisions are binding or nonbinding.	"Complete"		"Complete" Means that the SO/AC/Group meets the criteria in the recommendation
Rec 06.1.2	SO/AC/Groups should document their procedures for members to challenge the process used for an election or formal decision.	"Complete"	See NCUC Bylaws (Section IV.H), https://www.ncuc.org/bylaws/	"Action/Decision Required" Means that SO/AC/Group needs to make a decision/ take an action regarding implementing/not implementing
Rec 06.1.3	SO/AC/Groups should document their procedures for non-members to challenge decisions regarding their eligibility to become a member.	"Action/Decision Required"	To decide if existing processes are sufficient.	"Not applicable for community action"
Rec 06.1.4	SO/AC/Groups should document unwritten procedures and customs that have been developed in the course of practice, and make them part of their procedural operation documents, charters, and/or bylaws.	"Action/Decision Required"	SG/C to decide if further action is needed.	
Rec 06.1.5	Each year, SO/AC/Groups should publish a brief report on what they have done during the prior year to improve accountability, transparency, and participation, describe where they might have fallen short, and any plans for future improvements.	"Action/Decision Required"	SG/C to decide if further action is needed.	
Rec 06.1.6	Each Empowered Community (EC) Decisional Participant should publicly disclose any decision it submits to the EC. Publication should include description of processes followed to reach the decision.	"Not applicable for community action"	GNSO Operating Procedures, Section 5.2: "All petitions concerning a director removal process (see Annex D – Article 3) submitted by an individual must be submitted directly to the GNSO Council. For this purpose, the GNSO Council will develop a clear process and rules for the submission of such petitions, including any requirements for the criteria to be included in a petition."	
Rec 06.1.7	Links to SO/AC transparency and accountability (policies, procedures, and documented practices) should be available from ICANN's main website, under "accountability." ICANN staff would have the responsibility to maintain those links on the ICANN website.	"Not applicable for community action"	ICANN org to implement	
Rec 06.2	*Transparency*			
Rec 06.2.1	Charter and operating guidelines should be published on a public webpage and updated whenever changes are made.	"Complete"	Last revised in 2018. See NCUC Bylaws https://www.ncuc.org/wp-content/uploads/2018/05/Bylaws-of-the-Noncommercial-Users-Constituency-20171.pdf and NCUC Operating Procedure https://www.ncuc.org/ncuc-operating-procedures/	
Rec 06.2.2	Members of the SO/AC/Group should be listed on a public webpage.	"Complete"	https://members.ncsg.is/ncuc_members_public	
Rec 06.2.3	Officers of the SO/AC/Group should be listed on a public webpage.	"Complete"	https://gnso.icann.org/en/about/stakeholders-constituencies/ncsg/ncuc	
Rec 06.2.4	Meetings and calls of SO/AC/Groups should normally be open to public observation. When a meeting is determined to be members-only, that should be explained publicly, giving specific reasons for holding a closed meeting. Examples of appropriate reasons include discussion of confidential topics such as: * Trade secrets or sensitive commercial information whose disclosure would cause harm to a person or organization's legitimate commercial or financial interests or competitive position. * Internal strategic planning whose disclosure would likely compromise the efficacy of the chosen course. * Information whose disclosure would constitute an invasion of personal privacy, such as medical records. *Information whose disclosure has the potential to harm the security and stability of the Internet. * Information that, if disclosed, would be likely to endanger the life, health, or safety of any individual or materially prejudice the administration of justice.	"Action/Decision Required"	Complete as regards ICANN Public Meeting sessions;. decision/action required as to need for public explanation and reasons.	
Rec 06.2.5	Records of open meetings should be made publicly available. Records include notes, minutes, recordings, transcripts, and chat, as applicable.	"Complete"		
Rec 06.2.6	Records of closed meetings should be made available to members, and may be made publicly available at the discretion of the AC/SO/Group. Records include notes, minutes, recordings, transcripts, and chat, as applicable.	"Complete"		
Rec 06.2.7	Filed comments and correspondence with ICANN should be published and publicly available.	"Complete"	https://www.ncuc.org/policy/policy-statements/	
Rec 06.3	*Participation*			
Rec 06.3.1	Rules of eligibility and criteria for membership should be clearly outlined in the bylaws or in operational procedures.	"Complete"	See NCUC Bylaws (Article III), https://www.ncuc.org/bylaws/	
Rec 06.3.2	Where membership must be applied for, the process of application and eligibility criteria should be publicly available.	"Complete"	https://www.ncuc.org/get-involved/join-ncuc/ and https://members.ncsg.is/membership_application	
Rec 06.3.3	Where membership must be applied for, there should be a process of appeal when application for membership is rejected.	"Complete"	See NCUC operating procedures (Article IX), https://www.ncuc.org/ncuc-operating-procedures/	

Rec 06.3.4	An SO/AC/Group that elects its officers should consider term limits.	"Complete"	See NCUC Bylaws (Section IV.E.2), https://www.ncuc.org/bylaws/	
Rec 06.3.5	A publicly visible mailing list should be in place.	"Complete"	http://lists.ncuc.org/cgi-bin/mailman/listinfo/ncuc-discuss	
Rec 06.4	*Outreach*			
Rec 06.4.1	Each SO/AC/Group should publish newsletters or other communications that can help eligible non-members to understand the benefits and process of becoming a member.	"Complete"	https://www.ncuc.org/about/brochure/	
Rec 06.4.2	Each SO/AC/Group should maintain a publicly accessible website/wiki page to advertise their outreach events and opportunities.	"Complete"	https://www.ncuc.org/events/	
Rec 06.4.3	Each SO/AC/Group should create a committee (of appropriate size) to manage outreach programs to attract additional eligible members, particularly from parts of their targeted community that may not be adequately participating.	"Action/Decision Required"	To decide if existing processes are sufficient. See https://www.ncuc.org/get-involved/newcomers-corner/	
Rec 06.4.4	Outreach objectives and potential activities should be mentioned in SO/AC/Group bylaws, charter, or procedures.	"Complete"	NCUC operating procedures (Article VI), https://www.ncuc.org/ncuc-operating-procedures/	
Rec 06.4.5	Each SO/AC/Group should have a strategy for outreach to parts of their targeted community that may not be significantly participating at the time, while also seeking diversity within membership.	"Complete"	The Constituency participates in the Community Regional Outreach Program (CROP), which includes an annual outreach plan. See, https://community.icann.org/display/soacabout/Community+Regional+Outreach+Program	
Rec 06.5	*Updates to Policies and Procedures*			
Rec 06.5.1	Each SO/AC/Group should review its policies and procedures at regular intervals and make changes to operational procedures and charter as indicated by the review.	"Action/Decision Required"	To decide if existing processes are sufficient. See NCUC Bylaws (Article IX) https://www.ncuc.org/bylaws/	
Rec 06.5.2	Members of SO/AC/Groups should be involved in reviews of policies and procedures and should approve any revisions.	"Action/Decision Required"	To decide if existing processes are sufficient. See https://www.ncuc.org/get-involved/working-teams/	
Rec 06.5.3	Internal reviews of SO/AC/Group policies and procedures should not be prolonged for more than one year, and temporary measures should be considered if the review extends longer.	"Action/Decision Required"	To decide if existing processes are sufficient.	
Resources				
Rec. 6 Final Report	https://www.icann.org/en/system/files/files/ccwg-acct-ws2-annex-6-soac-final-recs-27mar18-en.pdf			
Bylaws	https://www.ncuc.org/bylaws/			
Operating Procedures	https://www.ncuc.org/ncuc-operating-procedures/			
Community Regional Outreach Program (CROP)	https://community.icann.org/display/soacabout/Community+Regional+Outreach+Program			