

ASO AC Work Plan for 2022

1. Appoint the ASO AC Chair and Vice Chairs:
 - a. In January 2022, hold an electronic vote for the Chair for that year. (The list of candidates and the voting timetable should have been finalized during December 2021.)
 - b. At the January ASO AC meeting, confirm the election result.
 - c. At the January ASO AC meeting, the newly elected Chair shall appoint two ASO AC members to be Vice Chairs. To be appointed, each of the appointees shall first, accept the appointment.
 - d. The ASO AC will confirm the appointment of the Vice Chairs at the same January ASO AC meeting (in the event of no vote taking place) or at the subsequent meeting, if a vote is required.
 - e. Update the aso-chairs@ mailing list and notify the relevant ICANN parties.
2. Review ASO AC mailing lists and ASO wiki:
 - a. At the beginning of the year, review the lists of subscribers.
 - b. Determine if we need to review mailing list and ASO wiki policies, procedures, subscription guidelines, etc.
3. Review ASO AC Members' Personal Profiles:
 - a. At the beginning of the year, ASO AC members must review their personal profiles published on the ASO website.
 - b. Each personal profile must have employer details and all relevant volunteer affiliations.
4. Form the Policy Proposal Facilitator Teams (PPFT), appoint PPFT members for Global Policy Proposals (GPP), and review the process to track and define a potential "global policy".
5. Set the timetable for the year's meetings:
 - a. In January 2022, set the timetable (dates and times) for the rest of the meetings of the year (2022).
6. Adopt the ASO AC Work Plan for 2022:
 - a. In January, adopt the work plan for the year. The work plan should have been drafted by a volunteer selected at the end of the previous year.
7. Continue the appointment process for the ICANN Board Seat No. 10:
 - a. Qualification Review Committee (QRC) reviews the qualifications of candidate applicants. The list of qualified candidates are posted per operating procedures.
 - b. The Interview Committee (IC) is formed by default from the members of the QRC, subject to any changes which may occur. The IC will finalize details concerning the various interviews in the selection process.
 - c. Conduct the selection process and announce the selection.
8. Appoint members to the ICANN NomCom and other groups as required:
 - a. Early in the year confirm with the ICANN NomCom the deadline for the appointment of the ASO representative.
 - b. Review and finalize the NomCom appointment process.
 - c. Perform outreach to seek candidates for the ASO representative to the ICANN NomCom.
 - d. Considering the ICANN NomCom appointment timing requirement, appoint the ASO representative to the ICANN NomCom and announce the appointment.
9. Participate in RIR Global policy process and tracking of ongoing Global Policy Proposals (GPPs) (if any):
 - a. The PPFT will help the ASO AC determine if an RIR policy proposal can potentially be a GPP. If so, the PPFT will track the proposal through each region's PDP and produce a report for the ASO AC to help assess if the requirements are met.
 - b. The ASO AC will forward any GPP to the ICANN Board along with the AC's assessment of the GPP.
10. Review the current ASO AC Operating Procedures and if changes are required, follow the existing procedures for updating the Operating Procedures:
 - a. This was discussed in 2021 but further work will occur in 2022 as the review was not concluded.
11. Participate and conduct outreach efforts at ICANN Meetings:
 - a. Plan for any ASO AC attendees at ICANN meetings (if any).
 - b. As the first ICANN meeting of the 2022 calendar year will be virtual, organise a virtual ASO AC meeting with attendance by as many ASO AC members as possible.
 - c. Review the possibility of an "in person" ASO AC meeting during the 2022 calendar year.
 - d. Where possible at ICANN meeting(s) during calendar year 2022, hold (virtual or in person) public meetings for reporting and outreach from the numbers community to other parts of the ICANN community. Develop the content based on the make-up of the audience.
 - e. Hold discussions with the ICANN Board and other ICANN groups. Identify topics and start scheduling early to minimize conflict.
12. Provide regular updates to the Numbering communities:
 - a. Update the ASO Report with information of the last 2021 RIRs meetings.
 - b. Present ASO activity report at RIR meetings during the year.
13. Review the ASO AC activities for the current year:
 - a. In November 2022, call for an AC member to volunteer to prepare the Activity Review of the work that was accomplished over the 2022 calendar year. The draft should be circulated prior to the December 2022 meeting for comments and discussion:
 - i. The review should include the effectiveness of activities of PPFT members.
 - ii. In January 2023, accept the ASO AC 2022 Activities Review.
14. Draft the ASO AC Work Plan for 2023
 - a. By the first week of November 2022, call for an AC member to volunteer to draft the ASO AC Work Plan for the following year. The draft should be circulated in December 2022 for consideration and adoption in January 2023.
15. Review all the ASO AC appointments made to different ICANN committees and working groups:
 - a. Review for sufficient reason for each appointment to continue:
 - i. If there is enough reason, then check with the current appointee if he/she wants to continue; otherwise, appoint a new candidate.
 - ii. If there is not enough reason, then terminate the appointment and notify the relevant group.
 - b. Define the term for each appointment and review the terms.
16. Review the transparency of the AC's work:
 - a. In November 2022, review what went well and what improvements can be made with the transparency of the ASO AC in terms of meetings (full, subgroup/committees), mailing list, etc. Adjust as necessary.

17. Set the date and time for the January 2023 meeting:
 - a. In December 2022, set the date and time of the first meeting of 2023.
18. Begin to set the timetable for 2023 meetings:
 - a. In December 2022, consider the dates and times for the meetings for the following year, including drafting and reviewing the timetable (dates and times) for the rest of next year (2023). Conflicts with these meetings should be avoided when possible: RIR, ICANN, IGF, and possibly large regional NOGs.
 - b. By October 2022, set a place and date for a possible face to face meeting of the entire ASO AC in 2023.
19. Begin the process for selecting the ASO AC Chair for 2023:
 - a. In the December 2022 meeting, determine the timetable and election schedule.
 - b. In December 2022, call for nominations & seconds, and finalize the list of candidates