

DC-ISSS: Making the Internet more secure and safer

GOVERNANCE OF THE WORK OF THE MEMBERS OF THE DYNAMIC COALITION ON INTERNET STANDARDS, SECURITY AND SAFETY (DC-ISSS)

Following the round of online survey and virtual meeting consultations held by the DC-ISSS Coordinator with the participants in the DC-ISSS work in February-March 2021, the following provisions for the governance of the coalition's activities have been agreed.

These provisions relate in particular to how decisions are made for the coalition's outputs of recommendations and guidelines; and to ensuring the transparency in the conduct of the coalition's work.

These governance provisions may be subject to updates and revision at any time in consultation with DC-ISSS Members.

1. Formal designation of a coalition stakeholder as a DC-ISSS Member

- i. Any person who is formally registered on the DC-ISSS mailing list through the IGF website is considered to be a DC-ISSS Member.
- ii. All DC-ISSS Members are encouraged to follow the progress of the coalition's working groups and to contribute to working group activities and the development of outcomes through active participation in working group meetings and responding to consultations and to communications generally from the DC-ISSS Coordinator, the Leadership Support Team and the Chairs and Vice-chairs of working groups.
- iii. The designation as DC-ISSS Member is also extended to experts who are invited on a short-term basis to assist a working group in addressing specific questions raised by working group members.

2. Basis for working group and DC-ISSS decisions

- iv. All DC-ISSS decisions should be taken on the basis of consensus which is defined as agreement without formal objection by any DC-ISSS Member.

3. Procedure for taking decisions on recommendations, guidelines and best practice

- v. The standard procedure for the taking of decisions relating to all DC-ISSS working group proposals comprises the following required five steps:

Step 1: Members of working groups draft proposals collaboratively with the aim of reaching a consensus-based agreement.

Step 2: When a working group has reached a consensus-based agreement, the proposal can be submitted to the DC-ISSS Coordinator for review in consultation with the Leadership Support Team.

Step 3: The DC-ISSS Coordinator consults all DC-ISSS Members and invites them to endorse the proposal as a formal DC-ISSS outcome.

Step 4: The DC-ISSS launches an open stakeholder consultation on the agreed proposal by announcing it on the DC-ISSS website, with links to the supporting documents and to the meeting records etc. relating to the process for reaching agreement. The DC-ISSS invites comments on the proposal to be submitted within 4 weeks following publication.

Step 5: The DC-ISSS Coordinator, the Leadership Support Team, the Chair and Vice-Chair of the originating working group review the comments received in the public consultation phase. On the basis of this review's outcome, the DC-ISSS Coordinator decides whether to refer the proposal back firstly to all DC-ISSS Members and secondly to the working group participants, for its possible amendment, substantive revision or withdrawal.

vi. The following additional steps 6-10 will be taken in instances where there is formal objection to endorsement by one or more DC-ISSS Members:

Step 6: The dissenting DC-ISSS Member(s) is/are invited to submit comments, and if appropriate counter-proposal(s), to the DC-ISSS Coordinator for referral to the originating working group.

Step 7: The originating working group reviews the received comments and views, and decides whether the original proposal requires minor amendment, significant revision or withdrawal.

Step 8: If it wishes to, the working group submits a revised proposal to the DC-ISSS Coordinator for a final decision on endorsement.

Step 9: The DC-ISSS Coordinator in consultation with the Leadership Team decides whether to endorse the revised proposal and provides the rationale for its decision in an explanatory memorandum to all DC-ISSS Members.

Step 10: If no further objection is received from any DC-ISSS Members, the DC-ISSS Coordinator proceeds with Step 4 above.

4. Transparency

vii. The DC-ISSS mailing list and all DC-ISSS documents are made openly accessible to anyone who is a registered DC-ISSS Member.

viii. DC-ISSS Members who are active in the working groups are listed as "Participating DC-ISSS Members" in the notes of the working group meetings. These notes are available to all members of the DC-ISSS and are posted on the DC-ISSS email list of the IGF website.

ix. After decisions have been made at either the working group level or by all DC-ISSS Members, the names of all participants in decisions are made publicly known through listing in the meeting notes. These are made available for future reference on the DC-ISSS page of the IGF website.

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