



THE PDP AND THEE

THE ADVISORY COUNCIL'S ROLE IN THE POLICY DEVELOPMENT PROCESS

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WHAT'S IN STORE

1. The PDP
2. The Docket
3. Shepherding tips
4. The Wiki
5. AC Meetings
6. Trivia

ARIN POLICY:

- Establishes the framework for how ARIN allocates and assigns Internet number resources
- Provides guidance for processing resource allocation, assignment, and transfer requests
- Provides guidance for maintaining data in directory services like Whois

ARIN POLICY DOES NOT:

- Dictate ARIN's general business practices
- Set or specify fees collected by ARIN
- Specify how ARIN staff implements policies
- Alter the PDP itself

INTERNET NUMBER RESOURCE POLICY PRINCIPLES

- Enable fair and impartial number resource administration
- Be technically sound
- Have community support

THE POLICY DEVELOPMENT PROCESS

- You may have heard of this before
- A process for sourcing ideas from the community and shaping them into policy that meets the principles
- Completely open, transparent, and bottom-up.

PDP KEY PLAYERS

- The community
- The Advisory Council (AC)
- The Board of Trustees
- ARIN Staff

PROPOSALS

- They can come from anyone, anywhere
- They are sent to policy@arin.net using a template found at https://www.arin.net/policy/pdp_appendix_b.html
- They may address any problem in the scope of the Policy Development Process or Number Resource Policy Manual (NRPM)

WORKING WITH AUTHORS

- Proposals come with author name(s) and contact info
- Reach out to the author(s), introduce yourself and your fellow shepherd
- Seek to thoroughly understand the problem statement and impact
- Suggest text changes, as appropriate, that help clarify or align the Proposal with the scope of the PDP (they own the text at this stage)
- Try to think of any questions the community may have

REMANDING

- If there is no clear problem statement or the Proposal is out of scope, the AC may remand it back to the author(s)
- The author may resubmit at any time
- Ensure you can reach the author to discuss why the Proposal is out of scope or lacks a clear problem statement
 - The Proposal may just need to be revised

MOVING TO DRAFT POLICY

- If there is a CLEAR problem statement and that the proposal is in-scope, it can be moved to Draft Policy
- Typical motion – “I move to advance ARIN-prop-xyz to Draft Policy”
- The motion needs a majority roll call vote to carry.

DRAFT POLICY! NOW WHAT?

- The Public Policy Mailing List (PPML) is notified by staff
- Consider thoughtful questions to ask the community
- Be prepared to answer questions or address concerns
- Ask staff for any relevant data that may help
- Batch edits if you can

ABANDONING

- If a Draft Policy does not meet the principles, the Advisory Council may abandon it
- Requires a roll-call vote
- May be petitioned by the author or community within five days of the meeting results becoming public

STAFF AND LEGAL REVIEWS

- Required before moving to Recommended Draft Policy
- Recommended after major edits
- Measures operational impact, looks for potential material risk/policy conflict
- 14-day turnaround
- Can be requested at any time via the Chair
- Sent to the AC mailing list and posted to the ARIN website, but not announced on PPML

PRESENTING TO THE COMMUNITY

- Present current text (perhaps in the context of the impacted NRPM sections)
- Try to address any legal comments
- Recap PPML and other conversations
- Ask thought-provoking questions

RECOMMENDED DRAFT POLICIES

- Still open to edits, but in a state where the AC believes it meets the principles
- Requires majority vote to advance to this stage
- Must be presented before Last Call
- Edits made prior Last Call must be explained on PPML

LAST CALL

- Lasts 14 days minimum, may be longer if the AC chooses
- Generally spurs PPML discussion
- Edits during Last Call must be editorial in nature
- Once Last Call ends, AC may advance to the Board of Trustees with TEN votes (two thirds of the full AC)
- Recommended Draft Policies NOT sent to the Board revert to Draft 60 days after Last Call ends

BOARD OF TRUSTEES REVIEW

- The Board of Trustees will ensure the PDP was followed and that the resulting text meets the principles
- If so, the Board may adopt as policy
- If not, they may ask the AC for clarification, remand for further development or reject entirely

ADOPTION AND IMPLEMENTATION

- Once Board of Trustees meeting minutes are published, the projected implementation date of the policy is announced (set by the Staff and Legal Review)
- Staff implements changes via:
 - New Number Resource Policy Manual (NRPM)
 - Web/documentation changes
 - ARIN Online functionality
 - Internal procedures/staff training

OBJECTIONS/PETITIONS

- Objections may come from PPML, ARIN meeting sessions, open mics, side conversations, etc.
 - Should be addressed prior to advancing a Draft or Recommended Draft Policy
- Petitions happen on PPML and may stop or advance a Proposal/Draft Policy/Recommended Draft Policy with enough support

EDITORIAL CHANGES

- If a Draft Policy is deemed a minor, non-substantive change to the NRPM, the AC may vote to classify it as an editorial change.
- Editorial Changes require a 30-day review period on the Public Policy Mailing List
- After review, the AC and Board of Trustees must agree that it is editorial in nature
- Staff will review these as well to ensure they are non-substantive

THE DOCKET

- Contains:
 - Recommended Draft Policies
 - Draft Policies
 - Proposals
 - Editorial Changes
- Lives at:
 - https://ac.arin.net/index.php?title=Proposals_and_Draft_Policies

TIMING TIPS FOR SHEPHERDS

- AC meetings and ARIN meetings are major checkpoints
- Try to stabilize text before ARIN meetings for the community's sake
- Request Staff and Legal Reviews with enough time to digest the results and adjust as appropriate
 - Can be done any time via the Chair, not just during AC meetings

OTHER TIPS FOR SHEPHERDS

- Review the text of your Draft/Recommended Draft Policy if:
 - A Recommended Draft Policy is advanced to the Board of Trustees that impacts the same sections
 - A new Number Resource Policy Manual is published
- Remember to provide statements to go along with AC decisions, including
 - Abandoned Draft/Recommended Draft Policies
 - Newly Recommended Draft Policies (assessment of conformance)
 - Recommended Draft Policies sent to the Board of Trustees

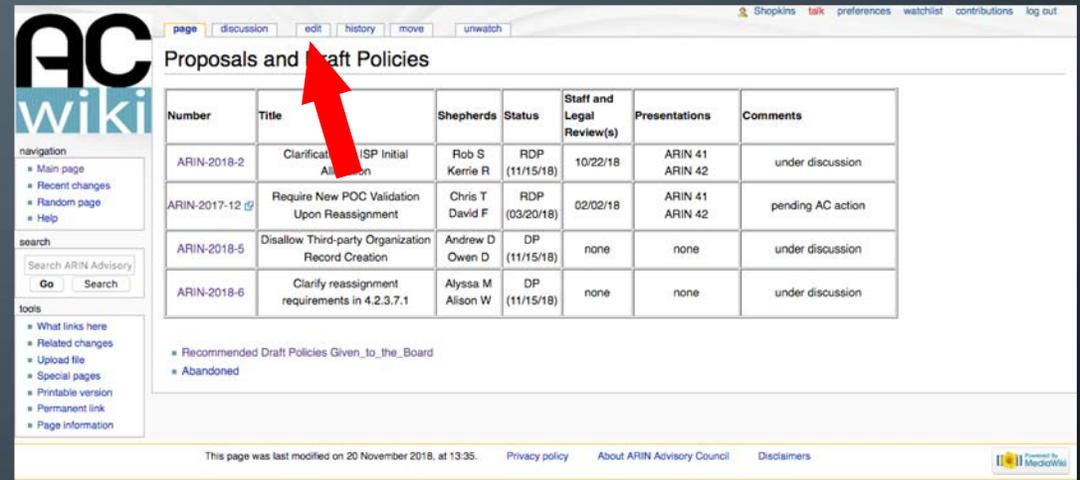
AC.ARIN.NET (AKA “THE WIKI”)

- Contains workspace for all docket items, as well as helpful references (AC contact info, standing rules, travel policy, RIR meetings and proposals, straw poll results, and more!)
- Need your password reset?
 - Go to passreset.arin.net/
- See something broken or outdated? Let Sean know (sean@arin.net)

AC.ARIN.NET (AKA “THE WIKI”)

- Edits

- Start with the Wiki
- Once saved, inform Sean
- Sean will update web/PPML



The screenshot shows the AC Wiki interface for the 'Proposals and Draft Policies' page. The page title is 'Proposals and Draft Policies'. A red arrow points to the 'edit' button in the top navigation bar. The page contains a table with the following data:

Number	Title	Shepherds	Status	Staff and Legal Review(s)	Presentations	Comments
ARIN-2018-2	Clarification of ISP Initial Assignment	Rob S Kerrie R	RDP (11/15/18)	10/22/18	ARIN 41 ARIN 42	under discussion
ARIN-2017-12	Require New POC Validation Upon Reassignment	Chris T David F	RDP (03/20/18)	02/02/18	ARIN 41 ARIN 42	pending AC action
ARIN-2018-5	Disallow Third-party Organization Record Creation	Andrew D Owen D	DP (11/15/18)	none	none	under discussion
ARIN-2018-6	Clarify reassignment requirements in 4.2.3.7.1	Alyssa M Alison W	DP (11/15/18)	none	none	under discussion

Below the table, there are two bullet points: 'Recommended Draft Policies Given_to_the_Board' and 'Abandoned'. The footer of the page indicates it was last modified on 20 November 2018, at 13:35, and includes links for Privacy policy, About ARIN Advisory Council, and Disclaimers. The page is powered by MediaWiki.

AC MEETINGS

- Three in person, nine remotely
- Check your email for an agenda and WebEx info (typically one week in advance)
- You may check your calendar invite for WebEx info as well
- Announce yourself when connecting or reconnecting
- Mind the queue

AC MEETINGS

- All meetings are minuted
- Draft minutes are circulated afterward
- Draft minutes are voted on at the following meeting to accept as final

TRIVIA (1 / 3)

- If the community successfully petitions the advancement of a Proposal to Draft Policy status, when should a Staff and Legal Review be requested, and by whom?

TRIVIA (1 / 3)

- **ANSWER:** Trick question! They happen automatically!
 - “Staff and legal reviews will be conducted and published for Draft Policies that result from successful petitions.”

TRIVIA (2/3)

- If urgently necessary, the Board of Trustees may draft a policy change for community and AC consideration. What state does this policy change exist in?
 1. Proposal
 2. Draft Policy
 3. Recommended Draft Policy

TRIVIA (2/3)

- ANSWER: 3
 - “If urgently necessary pursuant to ARIN’s mission, the Board of Trustees may initiate policy by declaring an emergency and posting a Recommended Draft Policy on the PPML for discussion for a minimum of 14 days. The Advisory Council will review the Recommended Draft Policy within 7 days of the end of the discussion period and make a recommendation to the Board of Trustees.”

TRIVIA (3/3)

- Recommended Draft Policies may be revised until seven days prior to the upcoming ARIN meeting. True or False?

TRIVIA (3/3)

- ANSWER: False!
 - “ARIN holds periodic Public Policy Meetings (PPM) where the Advisory Council reports on the status of all Draft Policies and Recommended Draft Policies on its docket for discussion and feedback from the community. The presentation and discussion is referred to as a "Public Policy Consultation." Recommended Draft Policies may not be changed in the 30 days prior to its Public Policy Consultation.”



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