

Charter for the 2019 Nomination Committee (NomCom)

1.0. Purpose

The ARIN 2018 Nomination Committee (NomCom) identifies, recruits, and assesses a slate of Trustee candidates and a slate of Advisory Council candidates to the ARIN Membership for election, in accordance with ARIN Bylaws and procedures.

2.0. Composition, Selection, and Term of the Committee

2.1 The NomCom shall be composed of members as specified in the Bylaws, Article VI, Section 3(a); and Article VIII, Section 2:

- a. The NomCom shall include two members from the ARIN Board of Trustees, appointed by the Board. One of the Board members shall be appointed Chair of the NomCom. The President shall not be a member of the NomCom but may serve as an advisor as needed.
- b. The NomCom shall also include five individual representatives from the General Membership, who shall be appointed by the NomCom members specified in 2.1.a. The volunteer pool shall be compiled by ARIN Staff, following a general call for volunteers and confirmation of the volunteers' membership standing. The representatives may include up to two (2) serving Advisory Council members.
- c. No person may be a member of the NomCom and also be a Candidate for election in the same year.

2.2 The NomCom shall preserve the confidentiality of its deliberations. A staff member appointed by ARIN's President will serve the NomCom in an advisory capacity.

2.3 The NomCom concludes upon announcement of the election results. Upon completion, the NomCom Chair shall review its charter and its performance as a Board committee. Any recommendations from this review shall be reported to the full Board for their consideration.

3.0. Scope of Responsibilities

The NomCom identifies, recruits, and assesses candidate nominee's suitability for serving on the ARIN Board of Trustees and the ARIN Advisory Council.

3.1 Eligibility, Evaluation and Recommendation Process

- a. Eligibility. In order to participate in the NomCom evaluation process and be included in the slate of candidates sent by the NomCom to the President of ARIN, a nominee must be eligible as required by ARIN Bylaws Article VIII, Section 1(b).
- b. NomCom Evaluation Process. The NomCom shall conduct an evaluation process of the eligible candidates as follows:

Each nominee shall be provided a questionnaire for each open position designed to elicit details of each nominee's relevant experience, qualifications, and positions. This questionnaire will be approved by the ARIN Board as part of the election procedures. The NomCom shall require a timely and complete written response to the questionnaire from each nominee and evaluate the nominees based upon those responses and any other relevant information. The NomCom shall publish the non-confidential questionnaire responses of all candidates slated for election. The NomCom shall have discretion to publish the non-confidential questionnaire responses of candidates who do not ultimately appear on its slate.

During the evaluation process, NomCom members may contact nominees to gather additional information if needed for proper evaluation. The NomCom may also utilize public resources and/or third-party services in confidence to verify questionnaire responses.

Based on the review and verification of questionnaire responses and all other relevant information in the evaluation process, the NomCom shall determine whether each nominee is eligible to be put on the candidate slate. The NomCom shall share its evaluation with each nominee deemed not eligible, and permit any ineligible nominee to withdraw voluntarily prior to creating a slate of candidates.

During nominee evaluation, the NomCom should consider the nominee's qualification against the job description for the position sought and the additional factors specified in Appendix A to this charter.

The NomCom shall not exclude an eligible nominee from the slate of candidates it advances on the basis of constructive criticism of ARIN policies, Board, Management, or Staff.

c. NomCom Candidate Slate

The NomCom shall present to the President of ARIN its set of eligible candidates at the conclusion of the evaluation process.

For the ARIN Board of Trustees, the number of candidates presented by the NomCom for the Board shall include a minimum of one (1) non-incumbent candidate and be a maximum of five (5) candidates.

For the ARIN AC, the number of candidates presented by the NomCom shall exceed the number of open positions by at least one (1) candidate, and shall include no more than twice the number of candidates as there are open positions.

If requested, the NomCom will provide an explanatory statement to any nominee not included on the final slate, and the statement may be disclosed publicly by the nominee at their discretion (or by ARIN subsequent to public discussion by the nominee of their omission from the final slate.)

d. ARIN Board Guidance to the 2018 NomCom

The ARIN Board of Trustees notes that diversity in the composition of the Board and the Advisory Council (including but not limited to gender, industry, and geographic diversity) is encouraged, and provides this guidance to the NomCom for its consideration in the development of the candidate slates.

Appendix A - Qualifications to be used in the Nominee Evaluation

Factors that the NomCom will consider in its evaluation include, but are not limited to:

1. Does the Nominee actively participate in ARIN, the field of Internet protocol numbers, or other Internet governance organizations?
2. Does the Nominee demonstrate the general background, skills, and ability that characterize valuable ARIN participants, or does the Nominee have particular skills or knowledge (e.g. financial or legal) advantageous to ARIN?
3. Does the Nominee's employment or professional activity create material conflicts of interest that may reasonably be perceived to prevent the nominee from discharging their duties?
4. Does the Nominee work constructively with others?
5. Does the Nominee's participation in ARIN and other Internet governance and technical organizations demonstrate a respect for others and their opinions, including but not restricted to compliance with their Acceptable Use Policies?
6. Does the Nominee improve the overall composition of the body to which the Nominee is applying?
7. If the Nominee is an incumbent, has the Nominee fulfilled the office adequately and worked well with their peers