InternetNZ

# .nz comprehensive policy review
# Advisory panel terms of reference

## Purpose

The domain name system is a vital component of the Internet - allowing people to easily access Internet resources. We need to ensure the policy and operating environment for .nz is up to date and fit for purpose and can maximise the contribution that .nz and the Internet make to Aotearoa-New Zealand. This is critical to the InternetNZ group as the steward of .nz[1].

We are undertaking a comprehensive review that will provide a chance to assess the performance of the current environment, principles and policies to identify how the Internet and .nz can continuously improve and have fit-for-purpose principles and policies in a dynamic industry. The last comprehensive review took place in 2004. The review will allow the Internet and .nz community and the wider public to identify and raise current or emerging issues that need a policy response now, and in future. The review will be conducted by InternetNZ and an Advisory Panel (the Panel).

The purpose of the Panel is to provide technical and operational input as well as wider stakeholder views and advice to help InternetNZ identify issues, develop options and solutions and lead community engagement. InternetNZ is keen for the updated policies and principles to ensure they are robust and reflect the wider needs and expectations of the .nz Internet community and New Zealand society.

The Panel will be supported by an InternetNZ secretariat. The secretariat will provide research and analysis, help develop options and assist to run an open and engaging community consultation process. InternetNZ secretariat will also support with reporting to the InternetNZ Board. If required, the secretariat can assist with drafting the reports through working with the Chair (who will liaise with Panel members).

## Background

The .nz policy framework sets out the operation of the .nz domain name space, including:

- the registration and management of .nz domain names
- the second level domain (2LD) structure
- the conduct of .nz registrars and resellers
- the handling of complaints and disputes.

The policy framework was established by InternetNZ and the Domain Name Commission in the early 2000s. Individual policies have since been reviewed and amended on an as needs basis. In 2015, the policy framework was consolidated from 14 policies into the four policies that are currently in use.

In 2018, following an organisational review and restructure, InternetNZ assumed direct responsibility for policy development within the .nz domain name space. A new .nz Policy Committee of the InternetNZ Council has been formed to provide oversight and governance of the .nz policy function.

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[1] Consistent with various Internet standards including RFC1591.

## Focus of review

The review will be focused on issues related to the Internet and .nz. The Panel will be required to review the current policies to ascertain if the policies adequately address the issues identified and, where this is not the case, to recommend solutions to the identified issues. The following .nz policies provide the main context and focus for the review:

| Ref | Title | Version | Date Issued |
|-----|-------|---------|-------------|
| | .nz TLD Principles | | |
| NZF | .nz Framework Policy (Section 2 "Principles") | v2.0 | 1 December 2018 |
| PDP | Policy Development Process | v3.20 | 19 June 2018 |
| PR | Principles and Responsibilities | v1.30 | 19 June 2018 |
| OP | Operations and Procedures | v2.30 | 19 June 2018 |
| DRS | Dispute Resolution Service | v4.20 | 19 June 2018 |

## Activity

The Panel will produce at least two reports. The first report will focus on issues affecting the .nz environment. The second report will provide solutions about what changes (if any) should be made to respond to the identified issues. The issues identified in the first report may require other related reports. However, this will likely be established during the course of the review's work.

The Panel's engagement with the wider community, including public consultation, will inform the drafted reports. The Panel will be provided research and analysis support from the InternetNZ secretariat. However, it is expected the Panel members will bring their own expertise and experience to input into the process (including their own relevant sources of research, analysis and advice). It is also expected the Panel members will have the requisite skills to develop options that will help bring solutions to the identified issues.

The Panel will advise on process options for future .nz policy development, including both periodic and ongoing review processes. It is envisaged Panel members will also provide feedback on this review process to help inform and guide any future review processes by InternetNZ.

## Chair and Vice-Chair

The Chair of the Panel will be independent. InternetNZ Fellows, current and ex-Councillors, past senior staff of InternetNZ or its subsidiaries, strategic partners, grant recipients or organisations with a Memorandum of Understanding will be ineligible from becoming the Chair.

A Vice Chair will be elected from the appointed Panel members to work with the Chair to help successfully deliver on the expected outputs of the Panel, including providing advice, reports, and engagement.

## Membership

The Panel will consist of 8-10 members, including the Chair. It is intended the Panel will represent diverse stakeholders in the .nz Internet community, including registrars, resellers, registrants, business, consumers, government, law enforcement, the legal sector, IT industry and Internet users.

Panel members will be appointed by the InternetNZ Council on the basis of their individual skills, experience and knowledge against the key selection criteria:

We are looking for a Panel who can work with key stakeholders in the .nz Internet community (registrars, resellers, registrants and consumers), the business community, government, community and tikanga Māori leaders through:

- strong communication and engagement skills
- critical analysis and big-picture, strategic thinking
- innovative and dynamic solutions-oriented thinking.

We are particularly seeking Panel members with the following areas of expertise:
- understanding of the Internet's ability to enable economic benefit or social connectivity
- technical know how on the way the domain name system works
- understanding of, and experience in, how regulation is made
- has worked with communities excluded from accessing the benefits of the Internet
- understanding of tikanga values of openness, compassion, respect and Te Ao Māori.

No current members of the InternetNZ Council or staff will be eligible to be a member of the Panel. The Council will seek to achieve a fair and reasonable balance of stakeholder interests and ensure a cross-section of society is represented with the voices of women, Māori, pacifika and youth heard as far as possible.

Membership of the Panel is on a voluntary basis, with recognition of effort where appropriate through a fees structure aligned to the New Zealand Cabinet Fees Framework. Panel members must be prepared to commit their time and effort until completion of the review in June 2020.
*Expected activities and outputs*

InternetNZ expects the activities and outputs to be as follows:

## Advisory Panel outputs

**1. An Advisory Panel "Issues paper"**

- a report summarising issues affecting .nz discovered, and provides analysis of relevant stakeholder perspectives of these issues

**2. An Advisory Panel "Solutions paper"**

- a report summarising proposed solutions about what changes (if any) should be made to respond to the identified issues in the Panel's Issues Paper

**3. Advisory Panel progress reports for InternetNZ Council**

- research and analysis on potential issues affecting .nz for the consideration of the Panel ahead of Advisory Panel meeting
- draft suggested new policy for the Internet and .nz.

**4. Advisory Panel engagement support**

- support, attendance and engagement at public consultation meetings / workshops

## Expected Panel members time commitment

To ensure the success of the review, InternetNZ requires members to commit time and effort to produce the expected outputs. Each Panel member will need to commit over a 12 month period to:

- approximately one day per month to prepare for Panel meetings (e.g read and consider the issues, draft report, consider solutions, etc):
- approximately one day per month to attend a Panel meeting in Wellington (including travel time) or attend remotely on video conference; and
- participate in, as agreed between the panel and Chair, public consultation work (scheduled for August 2019 and February 2020 to be confirmed over the course of the project).
- dedicate some regular time to read Panel communication and participate in discussion on email list (or similar) between meetings.

We expect the review will require a total time commitment from each Panel member of about 22-28 days over the 12 month period (12 x monthly prep days, 12 x monthly meetings, 4 days over the 12 months for public consultation).