

US Policy Council
Charter for the Initial Council

As of: March 5, 2002

Introduction and Scope

NeuStar considers the usTLD to be an important public resource that must be administered to serve the public interest. It must not be allowed to be "captured" by any single industry, constituency, or interest group, but instead, must carefully balance the needs of all community stakeholders. Thus, the usTLD Administrator must act as a trustee and facilitate consensus to ensure that all policy and development efforts are not only conducted in an open manner, but are effective.

NeuStar has identified a number of principles relevant to the operation of the usTLD, including:

- The operation of the usTLD should balance important public interests with commercial interests;
- Effective outreach mechanisms are important to the further development of the space;
- The rights and ability of the existing users to maintain their use of the locality-based space is an important aspect of the administration of the usTLD;
- Centralization of the operation of the usTLD, as well as mechanisms for accountability to users and technical maintenance of the system, are important to the effective management of the space;
- Innovation in the space should benefit both commercial and noncommercial constituencies within the usTLD; and
- The usTLD must operate in a highly stable manner.

NeuStar will implement a policy structure that will help to address these principles in its administration of the usTLD. The centerpiece of NeuStar's outreach and policy plan will be the US Policy Council.

Initial Council Duties

The US Policy Council will be an advisory body facilitated by NeuStar to assist in the development of critical policy issues. By providing input and comment on NeuStar's policy development efforts, the Policy Council will help to ensure that NeuStar continues to engage in representative and unbiased policymaking.

The Council's initial duties may include:

- Propose changes/modifications, as necessary, to the basic structure, rules and procedures of the council, including formation of a mechanism for increasing representation on the council;

- Input to and review of the locality-based policies developed in response to DoC inquiry and contained in the "compliance report" that NeuStar must provide to the DoC;
- Provide input and assist with an annual policy development forum;
- Provide input and monitoring assistance as appropriate on electronic communications tools for the suggestion and discussion of new, modified, or supplemental policies or procedures for the usTLD and outreach to the usTLD Community;
- Review and provide recommendations and/or comments on policy related matters raised by the usTLD Administrator, the council itself, or the usTLD community.

The functions listed above will be facilitated by the usTLD Administrator as part of its public interest duties to the usTLD community. The Council will operate in a fashion independent of the usTLD Administrator to ensure open and unbiased decision-making. Nothing in this charter, however, is intended to limit the powers of NeuStar to act on matters that NeuStar finds are necessary or appropriate to further the purposes of the usTLD. In order to ensure a functional and effective process, the work of the Policy Council will be limited to policy matters only. Business and technical matters will be deemed outside the council's scope and will not be addressed by the council.

Recommendations

The Policy Council will make policy recommendations to NeuStar either:

- (1) In response to a direct request or proposal from NeuStar; or
- (2) Independently, based upon its own deliberations.

For requests or proposals made to the council by NeuStar, the deadline for a council response shall be set in the recommendation review request, but shall not be less than 30 days. Council recommendations must be in writing.

NeuStar will accept the policy recommendations of the usTLD Policy Council if NeuStar, in its sole discretion, finds that the recommended policy

- (1) furthers the purposes of, and is in the best interest of the usTLD;
- (2) was arrived at through fair and open processes; and
- (3) does not unreasonably burden the usTLD Registry.

If NeuStar declines to accept a recommendation from the Council, it shall return the recommendation to the Council for further consideration, along with a statement of the reasons it declines to accept the recommendation. If, after reasonable efforts, NeuStar does not receive a further or revised recommendation from the Council that NeuStar finds meets the standards above, NeuStar may initiate, amend or modify and then approve a specific policy.

Comments

In some instances, the usTLD Administrator will have issues about which Policy Council input would be useful, but that do not rise to the level of a full recommendation. In these cases, NeuStar may seek comment by the council on such matters. For requests for comment made to the council by NeuStar, the deadline for a council response shall be set in the comment request, but shall not be less than 30 days. Council comments must be in writing.

Initial Board Selection

The initial selection of council members will be designed to establish a working council representing a cross-section of the usTLD community. As part of its work with NeuStar the initial council may further consider the issue of additional representatives. To ensure that the usTLD Administrator can fully execute its DOC delegated obligations, NeuStar will participate on the council through an administrator representative (as a voting member) and a technical representative (as a non-voting member).

The details of the initial council appointments by NeuStar will be announced and listed on the NeuStar .US website (www.neustar.us).

Leadership

Meetings of the Policy Council will be presided over by an elected Chair. The Chair for the initial council shall be elected at the first meeting of the council and shall have a term of one-year, coincident with the term of the elected member.

Meetings

Meetings of the Policy Council may be face-to-face, or via conference call or via virtual meeting technologies. Activities will be conducted to the degree possible using internet, web and audio communications tools.

Meeting Schedule

The Policy Council shall establish a meeting schedule based upon need. The council will set its own requirements regarding the proper procedures for conducting meetings. The Policy Council shall keep meeting minutes for publication on the Policy Council Website.

Consensus And Decision-Making Process

The Policy Council shall operate by consensus. Consensus is established when the members present for consideration of the subject at hand have reached substantial

agreement. An active member may request a vote on any consensus issue at any time. For approval of a Policy Council Recommendation or Comment, a simple majority of the council membership is required. Votes may be taken in person, electronically, or by other mechanisms mutually agreed upon by the members.

If requested, minority opinions may be included along with the output of majority consensus.