

PAB Paper Submission Deadlines

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Sebastien Lahtinen
s.lahtinen@ncuk.com

Abstract

This paper proposes to formalise the time limits for PAB paper submission deadlines and, depending on the view of the PAB, may amend the formal PAB rules in respect of notices to members.

The problem

There are currently two problems with the way in which PAB papers are submitted. Paragraph H(a) of the PAB rules[1] states:

“At least fourteen days written notice of meetings, and the business to be transacted, must be given to members.”

At present, it is not clear within the rules when such papers need to be delivered to the Secretariat, and experience shows that papers are usually submitted on the last possible day, i.e. the day that the papers are to be published to PAB members. This means that the Secretariat has a matter of hours from receiving the papers to publishing them.

A secondary problem is that timings of CoM board meetings, etc. will cause more lag in some papers if the two week period for submissions is extended.

PAB members may wish to consider the following questions:

- When do you actually read PAB papers?
- In light of the above, should we change the fourteen days deadline, and if so, what to? 7 days? 10 days?
- (for appointed members) How much time do you need to consult with your stakeholder groups?
- How much time do those wishing to give feedback on PAB papers published on the Nominet website need?

Solutions

It is proposed that the PAB should formalise the timescales by which PAB papers are to be delivered to the Secretariat, allowing for time for the papers to be published to PAB members.

Two main options are available:

1. PAB members receive meeting papers 10 days before the meeting instead of the current 14 days. Papers should still be submitted to the Secretariat 14 days before the meeting, giving four days for them to be formatted and published on Nominet's website.
2. PAB members will continue to receive papers 14 days before the meeting but the deadline for submitting papers will be 18 days before the PAB meeting.

Proposed Resolutions

Depending on the decision of the PAB, one of the following resolution(s) may be used or varied as appropriate:

It is RESOLVED that Paragraph H (a) of the PAB rules be amended to read as follows: "At least ten days written notice of meetings, and the business to be transacted, must be given to members."

and/or

It is RESOLVED that Nominet should make clear on its website that PAB papers must be submitted to the Secretariat [14 / 18] days before a PAB meeting.

References

[1] <http://www.nic.uk/Pab/PabRules/>